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BOARD of SUPERVISORS



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NOTICE OF CANCELLED MEETING

GOVERNMENT EFFICIENCY AND LABOR COMMITTEE

NOTICE IS HEREBY GIVEN that the regularly scheduled meeting of the  
Government Efficiency and Labor Committee for Tuesday, January 3, 1995, at 1:00  
p.m., in Room 228 has been cancelled.

A handwritten signature in cursive script, reading "John L. Taylor".  
John L. Taylor  
Clerk of the Board

**Government Efficiency & Labor Committee  
S.F. Board of Supervisors  
City Hall, Room 236  
San Francisco, CA 94102**

**IMPORTANT HEARING NOTICES!!!**

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Bill Lynch  
Documents Section  
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NOTICE OF RESCHEDULED MEETING  
GOVERNMENT EFFICIENCY AND LABOR COMMITTEE

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NOTICE IS HEREBY GIVEN that the regularly scheduled meeting of the Government Efficiency and Labor Committee for Tuesday, January 17, 1995, at 1:00 p.m., in Room 228, City Hall has been rescheduled to Thursday, January 19, 1995, at 2:00 p.m., in Room 228, City Hall.

*John L. Taylor*  
John L. Taylor  
Clerk of the Board

NOTE: CALENDAR ATTACHED.



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# CALENDAR

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## GOVERNMENT EFFICIENCY & LABOR COMMITTEE

### BOARD OF SUPERVISORS

### CITY AND COUNTY OF SAN FRANCISCO

#### RESCHEDULED MEETING

THURSDAY, JANUARY 19, 1995-2:00 PM City Hall, Second Floor, Room 228

MEMBERS: Supervisors Terence Hallinan, Barbara Kaufman, Carole Migden

CLERK: Joni Blanchard

\* \* \* \* \*

### Disability Access

The Board of Supervisors Committee Meeting Room (228) and the Legislative Chamber of the Board are on the second floor of City Hall.



Both the Committee Room and the Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, 2 1/2 blocks from City Hall. Accessible MUNI line serving this location is the #42 Downtown Loop as well as the METRO stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.



There is accessible parking in the vicinity of City Hall adjacent to Davies Hall and the War Memorial Complex.



Assistive listening devices are available for use in the Meeting Room and the Board Chamber. A device can be borrowed prior to or during a meeting. Borrower identification is required and must be held by Room 235 staff.

The following services are available on request 72 hours prior to the meeting or hearing:

For American sign language interpreters or the use of a reader during a meeting, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of an agenda, contact Moe Vazquez at (415) 554-4909.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

## CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine, and will be acted upon by a single roll call vote. There will be no separate discussion of these items unless a member of the Committee or the public so requests, in which event the matter shall be removed and considered as a separate item:
  - a. File 293-94-2. [Grant-Muni Technical Assistance Project] Resolution authorizing Public Transportation Commission to apply for \$150,000 of Federal Section 26 operating technical assistance funds. (Public Transportation Commission)  
(Consideration continued from 12/20/94)
  - b. File 146-93-58.3. [Grant, Substance Abuse Treatment Services] Resolution authorizing Department of Public Health, Community Substance Abuse Services to accept and expend an augmentation to a grant up to \$300,000 which excludes indirect costs from the U.S. Department of Health and Human Services, Center for Substance Abuse Treatment through the State of California, Department of Alcohol and Drug Programs to provide court liaison and drug courts/substance abuse treatment services; waiving indirect costs. (Supervisor Leal)
  - c. File 146-94-34. [Pediatric Education Program, Paramedics Project] Resolution authorizing Department of Public Health, Central Administration, Emergency Medical Services (EMS) Agency, to apply for, accept and expend a grant of \$49,872, which includes indirect costs of \$4,972, based on 22.2 % of salaries from the State Emergency Medical Services Authority to provide for further development of the Pediatric Education for Paramedics Project and related Emergency Medical Services for Children projects. (Department of Public Health)
  - d. File 147-94-8. [Federal Grant, Online Human Services Directory] Resolution authorizing the Public Library to accept and expend funds of \$425,000 available through U.S. Department of Commerce, National Technology Information Administration (NTIA), for the purpose of establishing the S.F. Connection-City and County Online Human Services Directory; waiving indirect costs for this grant award; see File 147-94-4. (Supervisor Leal)
  - e. File 61-94-8. [Contract Award Extension, Water Dept. WD-2178] Resolution granting extension of time for award for S.F. Water Department Contract No. WD-2178. (Public Utilities Commission)
  - f. File 172-94-48. [Interjurisdictional Agreement - Waste Management] Resolution adopting Interjurisdictional Agreement between member counties of the San Francisco Hazardous Waste Management Capacity Allocation Committee; see File 128-91-3, Resolution No. 67-92. (Chief Administrative Officer)
  - g. File 94-91-12. [Release of Reserved Funds] Hearing requesting release of reserved funds, Public Utilities Commission, in the amount of \$14,321, for MUNI data processing equipment; see File 94-91-4.1. (Public Utilities Commission)

- h. File 94-93-3.1. [Release of Reserved Funds] Hearing requesting release of reserved funds, Public Transportation Commission, in the amount of \$1,102,866, (Diesel Bus Rehabilitation Grant Funds) to continue project implementation activities. (Public Transportation Commission)

ACTION:

#### REGULAR CALENDAR

2. File 93-94-34. [MOU, Local 790, Superior Court Bargaining Unit SC4] Resolution ratifying Memorandum of Understanding between Service Employees International Union, Local 790, AFL-CIO and the City and County of San Francisco for Superior Court bargaining unit SC4. (Department of Human Resources)

ACTION:

3. File 93-94-34.1. [MOU, Local 790, Superior Court Bargaining Unit SC4] Ordinance implementing the fiscal provisions of the Memorandum of Understanding between the Service Employees International Union, Local 790, AFL-CIO and the City and County of San Francisco for Superior Court bargaining unit SC4. (Department of Human Resources)

ACTION:

4. File 65-94-19. [Port, Lease Modification, Seawall Lot 334] Ordinance approving Lease Modification Agreement between the Port Commission as assigned to the Redevelopment Agency and the Ship Clerks Memorial Hall Association, ILWU, Local 34, for Seawall Lot 334 (Embarcadero and Berry Street). (Port)

ACTION:

5. File 172-94-49. [Hold Harmless Agreement, Port-PG&E] Resolution authorizing the Port to hold Pacific Gas and Electric Company harmless for claims arising from installation of underground electric work and gas service at Pier 45, Fisherman's Wharf. (Port)

ACTION:

6. File 172-94-50. [Cost-Sharing Agreement, BART-MUNI] Resolution authorizing Director of Public Transportation Department to execute a cost-sharing agreement between BART and the Municipal Railway to provide ADA Paratransit Services. (Public Transportation Commission)

ACTION:

7. File 47-94-8.1. [Moscone Center Garage, Management Agreement Award] Resolution confirming award of the Management Agreement for the Moscone Center Garage. (Real Estate Department)

ACTION:

8. File 62-94-1. [License Agreement, Museum Cafe] Ordinance authorizing a License Agreement with Diane Tom as licensee for operation of a Cafe at the War Memorial Veterans Building. (Real Estate Department)

ACTION:



9. File 64-94-22. [Lease of Property, 1155 Market Street] Resolution authorizing the continuation of a lease of real property at 1155 Market Street for the Department of Human Resources' Health Service System and Employees' Retirement System's Workers Compensation Division on a month-to-month basis. (Real Estate Department)

ACTION:

10. File 64-94-23. [Lease of Property, 10 United Nations Plaza] Resolution authorizing a one-year extension and renewal of the existing office lease of 9,417 square feet at 10 U.N. Plaza, Suites 450 and 600, and incorporating a related expansion of 1,325 square feet to accommodate a new grant funded program for the Mayor's Office of Housing and the Mayor's Office of Community Development, retroactive to October 1, 1994. (Real Estate Department)

ACTION:

11. File 64-94-24. [Lease, 1975-1999 Bryant Street, DPT] Resolution authorizing an amendment and extension of an existing lease of real property at 1975-1999 Bryant Street for the Department of Parking and Traffic. (Real Estate Department)

ACTION:

12. File 97-94-81. [Acceptance of Credit Card and ATM Card Payments] Ordinance amending Administrative Code by adding Section 10.11-2, which authorizes the Recreation and Park Commission to accept credit cards or Automatic Teller Machine Card ("ATM") for the payment of fees and charges that are \$10 or greater per payment or charge; see File 97-90-57, Ordinance No. 402-90. (Recreation and Park Department)

ACTION:

## LITIGATION

The Government Efficiency and Labor Committee of the Board of Supervisors may meet in closed session under the provisions of Government Code Section 54956.9(a) to discuss proposed settlements of the lawsuits listed below, these lawsuits involving the City and County of San Francisco. This motion would be made on the basis that discussion in open session of these proposed settlements would prejudice the position of the City in these lawsuits.

13. File 45-94-70. [Settlement of Litigation, AllState /Howe/Leong] Ordinance authorizing settlement of litigation of Allstate Insurance Company, Jeffrey Howe and Allison Leong against the City and County of San Francisco by payment of \$9,000 (Superior Court No. 907-587). (City Attorney)

ACTION:

14. File 45-94-71. [Settlement of Litigation, Christine Calabrese] Ordinance authorizing settlement of litigation of Christine Calabrese against the City and County of San Francisco by payment of \$25,000 (Superior Court No. 954-177). (City Attorney)

ACTION:



15. File 45-94-72. [Settlement of Litigation, Joseph E. Smith] Ordinance authorizing settlement of litigation of Joseph E. Smith against the City and County of San Francisco by payment of \$41,850 and waiver of medical lien in the amount of \$4,902.11 (Superior Court No. 948-750). (City Attorney)

ACTION:

16. File 46-95-1. [Settlement of Litigation, J. Solis v. S. Dyer] Ordinance authorizing settlement of John A. Solis v. Shuan Michael Dyer, et al., upon receipt of the sum of \$13,750 and dismissal of complaint. (Superior Court No. 952255) (City Attorney)

ACTION:

17. File 48-94-26. [Settlement of Claim, Johanna Ward] Resolution approving the settlement of the unlitigated claim of Johanna Ward by payment of \$25,877.59. (City Attorney)

ACTION:

18. File 48-94-27. [Settlement of Claim, Roger C. Stahl] Resolution approving the settlement of the unlitigated claim of Roger C. Stahl, by payment of \$13,500. (City Attorney)

ACTION:

19. File 48-94-28. [Settlement of Claim, Michelle Y. Tong] Resolution approving the settlement of the unlitigated claim of Michelle Y. Tong by payment of \$12,276. (City Attorney)

ACTION:

The Government Efficiency and Labor Committee of the Board of Supervisors may find that it is in the best interests of the City not to disclose any information revealed in its closed session deliberations in the proposed settlements listed above at this time and may move not to disclose any information at this time.

Government Efficiency & Labor Committee  
S.F. Board of Supervisors  
City Hall, Room 236  
San Francisco, CA 94102

IMPORTANT HEARING NOTICES!!!

CITY AND COUNTY



OF SAN FRANCISCO

**BOARD OF SUPERVISORS****BUDGET ANALYST**

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

January 17, 1995

**TO:** Government Efficiency and Labor Committee  
**FROM:** Budget Analyst  
**SUBJECT:** January 19, 1995 Government Efficiency and Labor Committee Meeting

Item 1a - File 293-94-2

**Note:** This item was continued by the Government Efficiency and Labor Committee at its meeting of December 20, 1994.

**Department:** Public Transportation Commission

**Item:** Resolution authorizing the Public Transportation Commission to apply for \$150,000 in Federal Section 26 Operating Technical Assistance funds.

**Grant Amount:** \$150,000

**Source of Funds:** Federal Section 26 Operating Assistance funds

**Project:** Assault Prevention Training for Transit Personnel

**Description:** The proposed resolution would authorize the Public Transportation Commission (PTC) to apply for Federal grant monies to fund the Assault Prevention Training for Transit Personnel Project. This Program would produce a compact disc-interactive (CD-I) violence prevention training program to be used by Municipal Railway (MUNI) station agents and operators for the purpose of improving their skills to prevent and cope with violence.

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Memo to Government Efficiency and Labor Committee  
January 19, 1995 Government Efficiency and Labor Committee Meeting

|                        |   |               |               |
|------------------------|---|---------------|---------------|
| <b>Budget:</b>         | <u>Grant Funds:</u>   |               |               |
|                        | Consultant Contracts  | \$97,000      |               |
|                        | Equipment and Travel  | <u>53,000</u> |               |
|                        | Subtotal - Grant Funds  |               | \$150,000     |
|                        | <u>Local Match:</u>   |               |               |
|                        | In-house Design and Project Management  | \$34,000      |               |
|                        | Materials and Supplies  | <u>3,500</u>  |               |
|                        | Subtotal - Local Match  |               | <u>37,500</u> |
|                        | Total   |               | \$187,500     |
| <b>Required Match:</b> | \$34,000 for in-house design and project management and \$3,500 for materials and supplies, for a total of \$37,500, to be absorbed by MUNI's FY 1994-95 operating budget. This local match of \$37,500, together with the proposed grant of \$150,000, would fund the project budget of \$187,500. |               |               |
| <b>Indirect Costs:</b> | The grantor does not permit the inclusion of indirect costs in the grant amount (See Comment No. 2).  |               |               |
| <b>Comments:</b>       | 1. Mr. Jerry Levine of PTC reports that budget details on contractual services, equipment, supplies, travel and personnel will be available when PTC requests authorization to accept and expend the proposed grant funds.  |               |               |
|                        | 2. Because the grantor does not allow for the inclusion of indirect costs in the grant amount, the proposed resolution should be amended to waive indirect costs.   |               |               |
|                        | 3. A Summary of Grant Request form, as prepared by PTC, is attached.  |               |               |
|                        | 4. The Disability Access Checklist is in the Clerk of the Board's file.   |               |               |
|                        | 5. Mr. Levine advises that an Amendment of the Whole has been submitted to the Clerk of the Board to correct various technical inaccuracies.  |               |               |
| <b>Recommendation:</b> | 1. Amend the proposed resolution to waive indirect costs.   |               |               |
|                        | 2. Approve the proposed resolution, as amended.   |               |               |

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

GRANT APPLICATION INFORMATION FORM

A document required to accompany a proposed resolution  
Authorizing a Department to Apply for a Grant

To: The Board of Supervisors  
Attn: Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

Department: 35 Public Transportation Commission - MUNI

Contact Person: FRED HOWELL Telephone: (415) 923-2579

Project Title: Grant Application for MUNI Technical Assistance Project

Grant Source: Federal Section 26

Proposed (New/Continuation) Grant Project Summary:  
Not Applicable

Proposed (New/Continuation) Grant Project Summary:  
1). Assault Prevention Training for Transit Personnel

Amount of Federal Grant Funding Applied for: \$150,000

Amount of State Grant Funding Applied for: Not Applicable

Amount of Matching Funds Applied for: Not Applicable

Maximum Funding Amount Available: Not Applicable

Number of Positions Created and Funded: Not Applicable

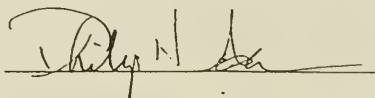
Amount to be Spent on Contractual Services: \$97,000

Will Contractual Services be put out to Bid? Yes

Term of Grant: Not Applicable

Date Department Notified of Available Funding: Not Applicable

Application Due Date: Not Applicable



Department Head Approval



Memo to Government Efficiency and Labor Committee  
January 19, 1995 Government Efficiency and Labor Committee Meeting

Item 1b - File 146-93-58.3

**Department:** Department of Public Health, Community Substance Abuse Services

**Item:** Resolution authorizing the Department of Public Health, Community Substance Abuse Services to accept and expend an augmentation to a grant up to the amount of \$300,000 which excludes indirect costs from the U.S. Department of Health and Human Services, Center for Substance Abuse Treatment through the State of California Department of Alcohol and Drug Programs to provide a Court Liaison and substance abuse treatment services for the San Francisco Drug Rehabilitation Court.

**Grant Amount:** \$300,000

**Grant Period:** February 1, 1995 to September 30, 1995

**Source of Funds:** Federal Department of Health and Human Services, Center for Substance Abuse Treatment through the State of California Department of Alcohol and Drug Programs

**Project:** The funding will provide substance abuse treatment services, and urinalysis for participants in the San Francisco pilot program entitled Drug Rehabilitation Court (DRC), and the position of Court Liaison.

**Description:** The Board of Supervisors previously approved a resolution to accept and expend a Federal grant to develop and implement the San Francisco Target Cities Project entitled "Substance Abuse Treatment Access to Intervention and Recovery Services" by the Department's Division of Mental Health and Community Substance Abuse Services (File No. 146-93-58). In addition, the Board of Supervisors previously approved a resolution authorizing the Department of Public Health, Division of Mental Health and Community Substance Abuse Services to apply for an augmentation to this grant up to the amount of \$300,000 to develop and implement a pilot Drug Rehabilitation Court Program, as an enhancement to the Criminal Justice Component of the San Francisco Target Cities Project (File 146-94-15). The augmentation was awarded on October 1, 1994.

The purpose of the grant augmentation is to fund three components of the San Francisco pilot Drug Rehabilitation Court Program. These components include: substance abuse treatment services; urinalysis supplies and technical assistance; and the position of Court Liaison. The DRC is a

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**



collaboration between the Department of Public Health, the Municipal and Superior Courts, the District Attorney's Office, the Office of the Public Defender, the Adult Probation Department, the Sheriff's Department, and community-based substance abuse treatment providers for the purposes of reducing recidivism and jail overcrowding by the identification, assessment, and placement of San Francisco County Jail inmates and high risk probationers, who have substance abuse problems, in community treatment settings as an alternative to incarceration.

Substance abuse treatment contractors will be selected to provide residential treatment services; day treatment services; outpatient treatment services; relapse prevention services; and acupuncture services. The recipients of treatment will be substance abusing adult offenders who have failed a prior jail diversion and have been rearrested on new charges. As part of the DRC program, participants must have their urine tested on a regular basis to monitor their progress in remaining drug and alcohol free. Thus, a company which provides urine testing services will be selected to supply the testing chemicals, and technical support. A Court Liaison position will be established having responsibilities to provide a linkage between the court system and treatment providers, as well as to provide assessments and referrals for individuals in the criminal justice system.

|                |  |                  |
|----------------|--|------------------|
| <b>Budget:</b> | Court Liaison Salary (1.0 FTE)   | \$37,000         |
|                | Fringe Benefits  | 9,250            |
|                | Administrative Overhead  | 15,000           |
|                | Contractual Services for substance abuse treatment services and urinalysis supplies & technical assistance | <u>238,750</u>   |
|                | <b>TOTAL</b>   | <b>\$300,000</b> |

**Required Match:** None

**Indirect Costs:** None, Federal regulations prohibit payment of indirect costs.

**Comments:** 1. According to Mr. Carlos Morales, the Criminal Justice Coordinator of the Criminal Justice Component of the San Francisco Target Cities Project, the anticipated start-up date for the DRC is March 15, 1995. Request for Proposals (RFPs) were issued to providers of substance abuse treatment services on December 28, 1994 and a request for information to companies interested in providing urinalysis supplies and technical assistance was issued on December 1, 1994. Final selection of the substance abuse treatment provider

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**



Memo to Government Efficiency and Labor Committee  
January 19, 1995 Government Efficiency and Labor Committee Meeting

contractors and the firms supplying the urinalysis supplies and technical assistance is expected to occur by no later than February 6, 1995.

2. Mr. Morales advises that the anticipated start-up date for the position of Court Liaison is January 23, 1995. Final interviews have been concluded; however, the final selection has not yet been made.

3. The Department's Grant Summary Request Form is attached.

4. The Department of Public Health has completed a Disability Access Checklist, which is in the file.

5. Mr. Morales reports that contractors have not yet been selected to provide substance abuse treatment services or urinalysis supplies and technical assistance. The proposals from substance abuse treatment contractors, and from companies interested in supplying urinalysis supplies and technical assistance are due by no later than January 20, 1995. As noted above, final selection of the contractors is estimated to occur by no later than February 6, 1995. Therefore, the proposed resolution should be amended to reserve \$238,750 for contractual services, pending selection of the contractors, the MBE/WBE status of the contractors and the contract cost details.

**Recommendation:** Amend the proposed resolution by reserving \$238,750, pending the selection of the contractors, the MBE/WBE status of the contractors and the related contract cost details. Approve the proposed resolution as amended.

Grantor: Substance Abuse and Mental Health  
Services Admin./Ctr. for Substance Abuse Tx.

Contact Person: Mary Lou Anderson  
Address: 5600 Fishers Lane (Rockwall II)  
Rockville, MD 20857

Amount Requested: \$300,000

Term: From 2/1/95 To 9/30/95

Health Commission \_\_\_\_\_ Board of Supervisors: \_\_\_\_\_

Mental Health, Substance Abuse and

Division: Forensic Services

Section: Community Substance Abuse Services

Contact Person: Larry Meredith, Ph.D.

Telephone: 255-3525

Application Deadline: N/A

Notification Expected: N/A

Finance Committee: \_\_\_\_\_

Full Board: \_\_\_\_\_

I. Item Description: Request to accept and expend an augmentation to a grant up to the amount of \$300,000 from the period of 2/1/95 to 9/30/95 to provide drug court/ substance abuse assessment, referral and case management services.

II. Summary: (Context/history, need addressed; number + groups served; services and providers)

See Attached

III. Outcomes/Objectives:

See Attached

IV. Effects of Reduction or Termination of These Funds:

Should funds be awarded then later reduced or terminated, services would be comparably reduced or terminated.

V. Financial Information:

Col. A  
Two Years  
Age

Col. B  
Past Year/  
Original

Col. C  
Proposed

Col. D  
Change

Req. Match

Approved by

|                  |           |  |
|------------------|-----------|--|
| Grant Amount     | \$300,000 |  |
| Personnel        |           |  |
| Equipment        |           |  |
| *Contract Svc.   | \$300,000 |  |
| Mat. & Supp.     |           |  |
| Facilities/Space |           |  |
| Other/Admin.     |           |  |
| Indirect Costs   |           |  |

VI. Data Processing

(costs included above)

VII. Personnel

|             |     |  |
|-------------|-----|--|
| F/T CSC     | N/A |  |
| P/T CSC     | N/A |  |
| Contractual | **  |  |

Source(s) of non-grant funding for salaries of CSC employees working part-time on this grant:

Not applicable

Will grant funded employees be retained after this grant terminates? If so, How?

Not applicable; see above.

\*VIII. Contractual Services: Open Bid XX Sole Source \_\_\_\_\_ (if sole source, attach Request for Exemption Form)

\*\*Number of contractual employees unknown at this time.

Memo to Government Efficiency and Labor Committee  
January 19, 1995 Government Efficiency and Labor Committee Meeting

Item 1c - File 146-94-34

**Department:** Department of Public Health (DPH)  
Emergency Medical Services (EMS) Agency

**Item:** Resolution authorizing the Department of Public Health to apply for, accept and expend a continuation grant of \$49,872, which includes indirect costs in the amount of \$4,972.

**Grant Amount:** \$49,872

**Grant Period:** January 1, 1995 through December 31, 1995

**Source of Funds:** State Emergency Medical Services (EMS) Authority

**Project:** Pediatric Education for Paramedics

**Description:** The proposed continuation State grant in the amount of \$49,872, would be used by the DPH for further development of the Pediatric Education for Paramedics (PEP) Project and related projects involving emergency medical services for children. Specifically, the grant funds would fund the following project tasks (1) the development of an injury and illness prevention module for PEP, (2) the development of a Sudden Infant Death Syndrome (SIDS) module for PEP and (3) the evaluation of new State EMS guidelines for children in connection with the implementation of local emergency medical services projects for children.

The DPH advises that the two above-noted PEP related project tasks would be performed under an existing sole source contract with the University of California, San Francisco (UCSF). The third project task would be performed by DPH staff.

|                |   |               |
|----------------|---|---------------|
| <b>Budget:</b> | <u>Personnel</u>                                  |               |
|                | EMS Specialist (\$32/hr. @ 700 hrs.)              | \$22,400      |
|                | <u>Operating Expenses</u>                         |               |
|                | Materials and Supplies                            | \$1,200       |
|                | Personal Computer                                 | 2,500         |
|                | Computer Software                                 | 1,500         |
|                | Contractual Services (UCSF)                       | <u>17,300</u> |
|                | Subtotal  | 22,500        |
|                | <u>Indirect Costs (22.2 % of Personnel costs)</u> | <u>4,972</u>  |
|                | Total   | \$49,872      |

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

Memo to Government Efficiency and Labor Committee  
January 19, 1995 Government Efficiency and Labor Committee Meeting

**Required Match:** None

**Indirect Costs:** \$4,972

**Comments:**

1. Mr. Paul Owsley of the Electronic Information Processing Steering Committee (EIPSC) advises that DPH's proposed purchase of the above-noted computer equipment does not require prior EIPSC approval because it falls under EIPSC's "Rule of Twenty". Under this rule, a City department or departmental division in the case of large departments (i.e., DPH) need not seek prior approval from EIPSC for the purchase of twenty or less computers within one year.
2. Attached is the Summary of Grant Request, as prepared by the DPH, for the proposed grant funds.
3. A Disability Access Checklist for the proposed grant project is included in the Clerk of the Board's file.

**Recommendation:** Approve the proposed resolution.

Item No. \_\_\_\_\_ Health Commission - Summary of Grant Request

Grantor State EMS Authority  
 Contact Person Donna Westlake  
 Address 1930 9th Street, Suite 100  
Sacramento, CA 95814-7043

Division Central Administration  
 Section EMS Agency  
 Contact Person Abbie Yant  
 Telephone 554-9970

Amount Requested \$ 49,872

Application Deadline open

Term: From 1/1/95 To 12/31/95

Notification Expected \_\_\_\_\_

Health Commission \_\_\_\_\_ Board of Supervisors: Finance Committee \_\_\_\_\_

Full Board \_\_\_\_\_

I. Item Description: Request to (apply for) (accept and expend) a (new) (continuation) (allocation) (augmentation to a) grant in the amount of \$49,872 from the period of 1/1/95 to 12/31/95 to provide further development of Pediatric Education for \_\_\_\_\_ services.  
 (Circle appropriate words) paramedic project and other related EMS-C project.

II. Summary: (Consider history; need addressed; number of groups served; services; and providers)  
 1. New PEP project objective: a) develop injury and illness prevention module  
 b) develop SIDS module c) integrate video materials into instructor materials  
 2. Implement local EMS-C programs and guidelines

III. Outcomes/Objectives:

- Complete PEP project; prepare for piloting in fy 95-96
- Evaluate new state guidelines for local implementation, provide feedback to state, implement as feasible.

IV. Effects of Reduction or Termination of These Funds:

Without these funds the Pediatric Coalition will not be able to complete the PEP program and the EMS Agency will not be able to evaluate and implement new guidelines for the EMS-for children.

V. Financial Information:

|                  | Col. A<br>Two Years Ago | Col. B<br>Past Year/Orig. | Col. C<br>Proposed | Col. D<br>Change | Req. Match | Approved by |
|------------------|-------------------------|---------------------------|--------------------|------------------|------------|-------------|
| Grant Amount     |                         | 114,510                   | 49,872             |                  |            |             |
| Personnel        |                         |                           | 22,400             |                  |            |             |
| Equipment        |                         |                           | 4,000              |                  |            |             |
| *Contract Svc.   |                         | 101,828                   | 17,300             |                  |            |             |
| Mat. & Supp.     |                         |                           | 1,200              |                  |            |             |
| Facilities/Space |                         |                           |                    |                  |            |             |
| Other            |                         |                           |                    |                  |            |             |
| Indirect Costs   |                         | 12,682                    | 4,972              |                  |            |             |

VI. Data Processing

(costs included above)

4,000

VII. Personnel

|             |  |        |       |  |  |
|-------------|--|--------|-------|--|--|
| F/T CSC     |  |        |       |  |  |
| P/T CSC     |  | 0      | .3fte |  |  |
| Contractual |  | .75fte | .5fte |  |  |

Source(s) of non-grant funding for salaries of CSC employees working part-time on this grant:

N/A

Will grant funded employees be retained after this grant terminates? If so, How?

No

\*VIII. Contractual Services: Open Bid \_\_\_\_\_ Sole Source X (if sole source, attach Request for Exemption Form)





Item 1d - File 147-94-8

**Department:** Public Library

**Item:** Resolution authorizing the San Francisco Public Library to accept and expend funds in the amount of \$425,000 available through the United States Department of Commerce, National Technology Information Administration, for the purpose of establishing the San Francisco Connection-City and County Online Human Services Directory; waiving indirect costs for this grant award.

**Grant Amount:** \$425,000

**Grant Period:** October 1, 1994 to March 30, 1996 (18 months)

**Source of Funds:** United States Department of Commerce, National Technology Information Administration (NTIA)

**Project:** San Francisco Connection/City and County Online Human Services Directory

**Description:** The proposed grant would fund a City and County Online Human Services Directory on the San Francisco Connection computer network. The Online Human Services Directory would consist of a centralized online directory of the services of the City's public service departments. The grant would support: (1) the directory's infrastructure; (2) content development for the directory; (3) user training and support; and (4) public access. Public service departments are defined as departments providing services directly to members of the public.

The Public Library would serve as the lead agency in implementing this proposed project. Participating departments and the information they would provide are as follows:

- √ the Department of Public Health would provide a complete information and referral database of services and facility locations City-wide;
- √ the Department of Social Services would provide a database of public assistance programs, including eligibility criteria and other information to streamline referrals;
- √ the Recreation and Parks Department would provide a permanent database including facility locations and

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- services, rental and permit information, and basic information on team sports and leagues, as well as a calendar-driven listing of classes, special events, public meetings, and bid announcements;
- √ the Mayor's Office of Children, Youth, and Their Families would provide a database of services for children and youth;
  - √ the Arts Commission would provide a database of local artists and art works, information about community projects, programs, grants, and residencies, and an on-line Artists' Slide Registry that shows digitized images of artists' work;
  - √ the Commission on the Status of Women would provide information and statistics on women and City services pertaining to women;
  - √ Channel 54-CityWatch, the local government access cable television channel, would provide access to multimedia video and text information, as well as closed and open captioning for the hearing impaired; and
  - √ the Housing Authority would donate vacant office space in a housing development for use as a Community Information Center. An on-going training program would be conducted at this location, as well as full support services.

The Online Human Services Directory would also include transit schedules from the Municipal Railway and job listings from Civil Service.

**Budget:**

The budget for the 18 month period of this grant is as follows:

| <u>Personnel</u>              | <u>FTE</u>  |               |
|-------------------------------|-------------|---------------|
| Database Administrator        | 1.00        | \$51,548      |
| Secretary                     | 1.00        | 26,674        |
| CityWatch Project Coordinator | 1.00        | 25,395        |
| Closed Captioning Assistant   | 0.50        | 21,023        |
| CityWatch Services Manager    | 0.50        | 26,095        |
| Librarian I                   | <u>0.50</u> | <u>23,943</u> |
| Total                         | 4.50        | \$174,678     |
| Fringe Benefits               |             | <u>13,973</u> |
| Total Personnel               |             | \$188,651     |

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| <u>Electronic Data Processing (EDP) Equipment</u> |               |                  |
|---|---------------|------------------|
| Transmission Equipment                            | \$35,025      |                  |
| Software  | 179,624       |                  |
| Interconnection Equipment                         | <u>21,700</u> |                  |
| Total Equipment                                   |               | <u>\$236,349</u> |

Total Grant Budget \$425,000

**Required Match:** \$864,474 (see Comment 1)

**Indirect Costs:** None (see Comment 2)

- Comments:**
1. The proposed grant would require an in-kind match of \$864,474. The amount was determined based on the total project budget, as agreed upon by the departments and the funder. This match would be provided as follows:
    - a. The City departments included in the directory would provide in-kind services not to exceed \$674,268 from their existing budgets, including a maximum contribution from the Public Library of \$263,320; and
    - b. The Library Foundation has already provided \$190,206. The Library Foundation, a nonprofit agency, is dedicated to raising funds to furnish and equip the Public Library.
  2. The Public Library originally submitted a grant request of \$612,026 for this project, including indirect costs. According to Mr. Ed McBride of the Public Library, the Public Library is requesting that the Board of Supervisors waive indirect costs so that the entire grant can be used to support direct services, since the funder reduced the award from \$612,026 to \$425,000.
  3. The beginning of the proposed grant period was October 1, 1994. However, Mr. McBride reports that the Public Library has neither accepted the grant funds nor begun to expend against the grant, pending Board of Supervisors approval. Therefore, retroactive authorization to accept and expend this proposed grant is unnecessary.
  4. The proposed grant includes \$236,349 to support computer equipment. According to Ms. Deborah Vincent-James of the Electronic Information Processing Steering Committee (EIPSC), EIPSC has approved the Public Library's proposed computer equipment purchases.

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5. A Grant Application Information Form is attached to this report.

6. The Library has completed a Disability Access Checklist, which is in the Board of Supervisors file.

**Recommendation:** We recommend approval of the proposed resolution but consider approval of the Public Library's request to waive indirect costs to be a policy matter for the Board of Supervisors.

## Grant Application Information Form

A document required to accompany a proposed resolution  
Authorizing a Department to Apply for a Grant

To: The Board of Supervisors  
Attn: Clerk of the Board

The following describes the grant referred to in the accompanying  
resolution:

Department: 41. Public Library  
Contact Person: George E. McBride Telephone: 557-4215  
Project Title: NTIA/TIAP  
Grant Source: US Dept of Commerce  
Proposed (New / Continuation) Grant Project Summary:

*to create an online City Department  
cooperative directory of services.*

Amount of Grant Funding Applied for: \$ 612,102.60  
Maximum Funding Amount Available: \$ 425,000  
Required Matching Funds: \$ 190,206  
Number of Positions Created and Funded: 4.5 ~~4.5~~  
Amount to be Spent on Contractual Services: None  
Will Contractual Services be put out to Bid? \_\_\_\_\_

Term of Grant: 18 months

Date Department Notified of Available funds: 10/12/94

Application Due Date: \_\_\_\_\_

Grant Funding Guidelines and Options (from RFP, grant announcement or appropriations legislation):

Kenneth T. Dore  
Department Head Approval

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Item 1e - File 61-94-8

- Department:** Public Utilities Commission (PUC)  
San Francisco Water Department
- Item:** Resolution granting extension of time for award of San Francisco Water Department Contract No. WD-2178.
- Description:** Section 6.1 of the San Francisco Administrative Code requires that the Board of Supervisors approve the extension of time to award a contract if award of the contract is not made within 30 days of the acceptance of the bid, or within an additional 30 days if required for implementation of affirmative action under Chapter 12B.
- Water Department contract WD-2178 provides for the cleaning of the North Basin of the City's Sunset Reservoir. Six bids were received by the Water Department for this contract and were publicly opened on September 13, 1994. Evaluation of the bids by the Human Rights Commission determined that San Luis Gonzaga Construction, Inc., with a bid amount of \$170,000, qualified for a 10 percent MBE/WBE bid preference, and Cal North Engineering, with a bid amount of \$163,500, qualified for a 5 percent MBE/WBE bid preference. As a result of the application of these MBE/WBE bid preferences, San Luis Gonzaga Construction, Inc., became the firm to whom the contract should be awarded.
- A bid protest on this contract was filed by Cal North Engineering. Review of the bid protest found that it was without merit. The additional time which was required for Water Department and Human Rights Commission staff to review the protest resulted in the contract not being awarded within 60 days of the bid acceptance. The proposed resolution would grant an extension of time to the Water Department to award this contract. The proposed resolution does not specify the duration of the extension, however, Mr. John Mullane of the Water Department reports that the Department anticipates awarding this contract as soon as the proposed extension of time is approved by the Board of Supervisors.
- Recommendations:** Approve the proposed resolution.

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Item 1f - File 172-94-48

**Department:** Chief Administrative Officer

**Item:** Resolution adopting an Interjurisdictional Agreement among the member counties of the San Francisco Regional Hazardous Waste Management Capacity Allocation Committee.

**Description:** The proposed resolution would adopt a new Interjurisdictional Agreement (Agreement) regarding regional hazardous waste disposal issues which has been negotiated among the nine Bay Area counties of San Francisco, San Mateo, Santa Clara, Alameda, Contra Costa, Solano, Marin, Sonoma, and Napa. The Agreement must be adopted by the Board of Supervisors and incorporated into San Francisco's Hazardous Waste Management Plan (HWMP) in order for the City to receive approval of its HWMP from the State Department of Toxic Substances Control, as is required by State law.

The allocation of hazardous waste management capacity in the nine counties that are signatory to the Agreement is based on a "fair share" provision in the Agreement under which counties must provide hazardous waste management capacity based on the types and amounts of waste generated by that county and by the hazardous waste management capacity already available in that county. At this time, San Francisco has already met its "fair share" responsibility to provide hazardous waste management capacity for the Bay Area region.

San Francisco's HWMP, including an Interjurisdictional Agreement previously approved by the Board of Supervisors, was rejected by the State on July 1, 1994 because that previous Agreement was deemed to be "exclusionary." That Agreement was deemed exclusionary because: a) hazardous waste facility siting opportunities could be developed that were unrealistic because they were not based on siting constraints and other restrictions in each County's HWMP, and; b) the Agreement appeared not to allow a prospective hazardous waste facility operator to apply for local land use approval in any county that was signatory to the Agreement. The new Agreement does not contain these "exclusionary" provisions.

The new Agreement has been pre-approved by the State Department of Toxic Substances Control, and the State has

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guaranteed that the HWMP of each county adopting the new Agreement will be approved when submitted.

**Comments:** The proposed Interjurisdictional Agreement has no fiscal impact on the City, and no new programs or facilities are indicated under the proposed new Agreement.

**Recommendation:** Approve the proposed resolution.



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Item 1g - File 94-91-12

**Department:** Public Transportation Commission (PTC)  
Municipal Railway (MUNI)

**Item:** Release of reserved funds for the Public Transportation Commission in the amount of \$14,321, for MUNI Data Processing Equipment.

**Grant Amount:** \$14,321

|                         |  |          |
|-------------------------|--|----------|
| <b>Source of Funds:</b> | Federal Transit Administration           | \$11,457 |
|                         | (FTA) Section 9 formula assistance funds |          |
|                         | Match from local funding sources *       | 2,864    |
|                         | Total                                    | \$14,321 |

\* Local match and resources include: State Transit Assistance funds, Bridge Toll Net Revenues, Regional Measure One Bridge Tolls, Bay Area Rapid Transit District funds, Hetch Hetchy funds, Transit Impact Development Fees, Transportation Sales Tax Revenues, and/or San Francisco Municipal Railway Improvement Corporation funds.

**Description:** The Board of Supervisors previously approved a resolution (File 94-91-4) authorizing the Public Utilities Commission to apply for, accept and expend Federal UMTA Section 9 Capital Assistance funds in the amount of \$17,268,900. Of the \$17,268,900, \$1,093,955 was budgeted for Data Processing and Office Equipment. Of the \$1,093,955, \$108,800 was placed on reserve pending the completion of the Electronic Information Processing Steering Committee (EIPSC) review and recommendation of requested computer equipment for MUNI. The Board of Supervisors approved a second resolution (File 94-91-4.1) authorizing the release of \$94,479 for the purchase of computer equipment, and placed the remaining allocation of \$14,321 on reserve pending the submission of additional budget details.

The PTC is now requesting the release of the reserved FTA Section 9 Capital Assistance Funds in the amount of \$14,321, for the purchase of a Bridge Router. A Bridge Router is hardware which expands the local area network for e-mail communication. The Bridge Router will enable e-mail communication between 949 Presidio, and the MUNI Metro Central Control Room above the West Portal Station.

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**Comment:** Ms. Gail Bloom of the PTC advises that the estimated cost of the Bridge Router is \$11,339 or \$2,982 less than the requested amount of \$14,321.

**Recommendation:** Reduce the request by \$2,982 from \$14,321 to \$11,339. Release \$11,339 of reserved funds and continue to reserve \$2,982.

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Item 1h - File 94-93-3.1

**Department:** Public Transportation Commission (PTC)

**Item:** Release of reserve funds in the amount of \$1,102,866 to continue project implementation activities for the Diesel Bus Rehabilitation Project.

**Amount:** \$1,102,866

**Source of Funds:** Federal Section 9 Capital Assistance

**Description:** In April of 1994, the Board of Supervisors approved a resolution (File 94-93-3) authorizing the Public Transportation Commission (PTC) to apply for, accept and expend \$6,811,342 in Federal Section 9 Operating Assistance and \$15,949,793 in Federal Section 9 Capital Assistance, plus \$3,987,448 in various local matching funds, for a total of \$26,748,583, for three Municipal Railway (MUNI) capital projects. Of this amount, \$2,165,366 was placed on reserve, pending the selection of contractors, the submission of budget details and the MBE/WBE status of the contractors.

The PTC is now requesting the release of \$1,102,866 in reserved funds for contractual services for the Diesel Bus Rehabilitation Project. The Diesel Bus Rehabilitation Project provides for the rehabilitation of 100 articulated diesel coaches which were placed into service in 1984 and which will have to operate beyond their useful life of 12 years.

**Comment:** According to Mr. Jerry Levine of PTC, the contractors have not yet been selected for this project. As such, Mr. Levine has requested that this item be continued to the call of the Chair, pending the selection of contractors.

**Recommendation:** As requested by Mr. Levine, continue the requested release of reserves to the call of the Chair, pending the selection of contractors.



Items 2 and 3 - Files 93-94-34 and 93-94-34.1

**Department:** Department of Human Resources

**Item:** Item 2, File 93-94-43 is a resolution ratifying a Memorandum of Understanding between the Service Employees International Union, Local 790, AFL-CIO and the City and County of San Francisco for Superior Court bargaining unit SC4.

Item 3, File 93-94-34.1 is a resolution implementing the fiscal provisions of the Memorandum of Understanding between the Service Employees International Union, Local 790, AFL-CIO and the City and County of San Francisco for Superior Court bargaining unit SC4.

**Description:** The proposed MOU between the City and Service Employees International Union (SEIU), Local 790 Superior Court Bargaining Unit 4 is concerned with various issues of working hours and other terms and conditions of employment. The proposed two and one half year MOU would be effective on approval by the Board of Supervisors, retroactive to January 1, 1995, through June 30, 1997. This is the first MOU between the City and SEIU relative to this bargaining unit.

Ms. Janet Bosnich of the Human Resources Department's Employee Relations Division reports that the contents of the proposed MOU contain the standard provisions of most MOUs to which the City is a party; Recognition, Initiation of Meet and Confer Process, Equal Opportunity, Vacations, Grievance Procedures, etc. The proposed MOU contains policies and procedures concerning work rules, assignments and transfers, safety, work schedules, and other terms and conditions of employment at the Superior Court. The proposed MOU would cover employees in the following classifications:

| Classification |                        | No. in Annual    | Annual           |
|----------------|------------------------|------------------|------------------|
| <u>Number</u>  | <u>Title</u>           | <u>Salary</u>    | <u>Salary at</u> |
|                |                        | <u>Ordinance</u> | <u>Top Step</u>  |
| 0589           | Court Assistant        | 5                | \$47,894         |
| 0591           | Superior Court Clerk   | 66               | 51,287           |
| 0680           | Judicial Secretary     | 5                | 43,483           |
| 0681           | Judicial Clerk, Senior | 24               | 40,664           |
| 0697           | Judicial Clerk         | 46               | 34,034           |
| 0705           | Judicial Clerk II      | 1                | 34,870           |

Significant provisions included in the proposed MOU which would increase the City's costs are as follows:

### Wage Increases

The wages of these employees will be increased as follows:

| <u>Fiscal Year</u> | <u>Effective Date</u> | <u>Percentage Increase</u> |
|--------------------|-----------------------|----------------------------|
| 1994-95            | January 1, 1995       | an additional 1.5 %        |
| 1995-96            | July 1, 1995          | an additional 1.5 %        |
| 1995-96            | January 1, 1996       | an additional 1.5%         |
| 1996-97            | July 1, 1996          | an additional 2.0 %        |
| 1996-97            | January 1, 1997       | an additional 1.5 %        |

The Controller's estimated additional cost to the City of this provision is \$507,422 in wages and \$67,081 in fringe benefits, for a total of \$574,502 over the two and one-half year period of the MOU.

### Retirement Pick-up

These employees previously paid 7.5 percent of their wages through payroll deduction towards their retirement pensions. The proposed MOU provides that the City will pay (pickup) an increasing percentage of the employees' contribution to retirement pensions as follows:

| <u>Period</u>                                  | The Percentage of the 7.5% which is now paid by City employees to be picked up by the City: |                        |
|--|---|------------------------|
|  | <u>"Full Rate"</u>  | <u>"Reduced Rate"*</u> |
| 3rd pay period after MOU through Feb. 24, 1995 | 1.5 %   | 1.3%                   |
| Feb. 25, 1995 through June 30, 1995            | 3.0 %   | 1.3%                   |
| July 1, 1995 through Dec. 29, 1995             | 4.0 %   | 1.3%                   |
| Dec. 30, 1995 through Dec. 27, 1996            | 5.5 %   | 1.3%                   |
| Dec. 28, 1996 through June 30, 1997            | 7.0 %   | 1.3%                   |
| From June 30, 1997                             | 7.5 %   | 1.3%                   |

\* "Full rate" employees are those members who have chosen to participate in the City's retirement plan at the rate of 7.5 percent of salary annually. "Reduced rate" employees are those members who have opted to participate at a rate of 1.3 percent of salary annually.

The Controller's estimated additional cost to the City of this provision is \$804,236 over the two and one-half year period of the MOU.



### Health Pick-up for Dependents

Employees previously paid an average of \$288 per month for health care insurance for their dependents. The proposed MOU provides that the City will pay (pickup) an annually increasing amount of these monthly payments for health care insurance coverage for employee dependents as follows:

| <u>Fiscal Year</u> | <u>Effective Date</u>                 | <u>Pickup Amount</u> |
|--------------------|---------------------------------------|----------------------|
| FY 1994-95         | 2nd pay period following MOU approval | \$75/month           |
| FY 1995-96         | July 1, 1995                          | additional \$75/mo.  |
| FY 1996-97         | July 1, 1996                          | additional \$75/mo.  |

The Controller's estimated additional cost to the City of this provision is \$295,583 over the two and one-half year period of the MOU.

### Pay Equity

Employees in these classifications who received pay equity adjustments in Fiscal Years 1992-93 and 93-94 will continue to receive them. The Human Resources Department will conduct a pay equity study that will be submitted to the Board of Supervisors for approval no later than May 31, 1995.

The Controller's estimated additional cost to the City of this provision is \$316,880 over the two and one-half year period of the MOU.

### Summary

In summary, the Controller estimates that the additional costs to the City that would result from approval of the proposed MOU, over the two and one-half year period of the MOU, are as follows:

|                    | <u>FY 1994-95</u> | <u>FY 1995-96</u> | <u>FY 1995-96</u> | 2.5 Year<br><u>Total</u> |
|--------------------|-------------------|-------------------|-------------------|--------------------------|
| Wage Increases     | \$32,203          | \$161,983         | \$313,236         | \$507,422                |
| Fringe Benefits    | 4,257             | 21,414            | 41,410            | 67,081                   |
| Retirement Pick-up | 80,508            | 308,990           | 414,738           | 804,236                  |
| Health Pick-up     | 33,975            | 108,720           | 152,888           | 295,583                  |
| Pay Equity         | <u>8,051</u>      | <u>105,627</u>    | <u>203,202</u>    | <u>316,880</u>           |
| Total              | \$158,994         | \$706,734         | \$1,125,474       | \$1,991,202              |



**Comments:**

1. The proposed MOU contains an effective date of January 1, 1995. Therefore, if the Board of Supervisors approves the MOU, the proposed resolutions should be amended to make the legislation retroactive to that date. As noted above, the MOU would be effective until June 30, 1997.
2. The Budget Analyst has reviewed the Controller's cost estimates of the proposed MOU and concurs with those estimates.

**Recommendations:**

1. Amend the proposed legislation to provide for retroactive actions previously taken.
2. Approvals of the proposed resolution ratifying the MOU (File 93-94-34) and the proposed ordinance adopting the fiscal provisions of the MOU (File 93-94-34.1), as amended, are policy matters for the Board of Supervisors.

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Item 4 - File 65-94-19

**Departments:** Port Commission  
San Francisco Redevelopment Agency

**Item:** Ordinance approving a lease modification agreement, affecting a lease between the San Francisco Port Commission and the Ship Clerks Memorial Hall Association and the Ship Clerks Association, ILWU, Local 34, for a portion of Seawall Lot 334, and which includes a lease assignment from the Port Commission to the Redevelopment Agency.

**Location:** A portion of Seawall Lot 334, located at the Embarcadero and Berry Street

**Purpose of Lease:** Office space for Ship Clerks Union

**Lessor:** Port Commission

**Lessee:** Ship Clerks Memorial Hall Association and Ship Clerks Association, ILWU, Local 34 (the "Clerks")

**No. of Sq. Ft. and Rent Per Month:** Approximately 30,167 square feet at approximately \$0.104 per square foot, or \$3,129 per month

**Annual Revenue:** \$37,548, payable by the Clerks to the Port

**Term of Lease:** December 1, 1970 through November 30, 1995 (25 years)

**Utilities and Janitorial Services Provided by Lessor:** None

**Right of Renewal:** None

**Description:** On December 1, 1970, the Port entered into a lease with the Ship Clerks Memorial Hall Association and the Ship Clerks Association, ILWU, Local 34 (the "Clerks") for real property constituting a portion of Seawall Lot 334, which is bounded by the Embarcadero, Berry Street, Second Street and King Street. This lease provides 30,167 square feet of space at approximately \$0.104 per square foot, for a total current monthly rent of \$3,129 (\$37,548 per year), payable by the Clerks to the Port. The lease is currently scheduled to expire on November 30, 1995. The premises consist of a one-story office building and a parking lot.

The San Francisco Redevelopment Agency is responsible for the implementation of the Rincon Point-South Beach Redevelopment Plan, which provides for the re-routing and improvement of the Embarcadero, the development of the Rincon Point Waterfront Park, the construction of housing units, the improvement of Pier 40 and for other projects in the Rincon Point-South Beach Redevelopment Area. The Redevelopment Plan also designates a portion of Seawall Lot 334 for use as a public recreational park and open space, to be known as South Beach Park.

In September of 1984, the Board of Supervisors approved an agreement between the Port and the Redevelopment Agency, which authorized the Agency to exercise options to lease real property from the Port. This agreement permits the Agency to enter into separate leases for property owned by the Port for the purpose of rehabilitating portions of the Rincon Point-South Beach Redevelopment Area. The Agency currently plans to exercise part of this option and enter into a lease with the Port for a portion of the Redevelopment Area known as Parcel M-4A, which consists of 22,560 square feet of open space, plus the property covered by the lease between the Port and the Clerks (30,167 square feet), for a total of 52,727 square feet.

In addition, the Port and the Redevelopment Agency have entered into an Assignment and Assumption Agreement, under which the Port would assign all of its rights, title and interest in its lease with the Clerks to the Redevelopment Agency, and the Agency would assume all of the Port's obligations as landlord under the lease. This agreement, subject to approval by the Board of Supervisors, would become effective upon the Agency's lease of Parcel M-4A. According to Ms. Veronica Sanchez of the Port, the Port plans to assign the Port's lease with the Clerks to the Redevelopment Agency in order to allow the Agency to implement the Rincon-South Beach Redevelopment Plan.

The proposed ordinance would approve a lease modification to allow the assignment of the lease for a portion of Seawall Lot 334 from the Port Commission to the Redevelopment Agency. Upon assignment of the Port's lease to the Agency, the Agency plans to make the following lease amendments, the approval of which is also the subject of the proposed ordinance:

- Alter the boundaries of the premises slightly to accommodate the South Beach Park design and the

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installation of an electrical substation to support public transportation;

- Grant the Clerks an option to extend the term of the lease to November 30, 2035, or 65 years from the commencement date of the lease (December 1, 1970);
- Require the Agency to improve parking facilities on the premises, including repaving, repainting and the installation of a fence to prevent unauthorized access, and to grant a license to the Clerks for vehicular and pedestrian access across the parking lot and public park;
- Require the Clerks to grant a license to the Agency for use of the parking lot by the Agency on weekends and holidays during the boating season each year (March through October);<sup>1</sup>
- Require the Clerks to grant a license to the Public Transportation Commission (PTC) for vehicular and pedestrian access over the parking lot for purposes related to the installation or maintenance of equipment at the Municipal Railway (MUNI) electrical substation, which is to be constructed on land immediately adjacent to the premises;
- Require the Agency to assign all of its rights, title and interest in the lease to the Port when the Agency's lease of Parcel M-4A under the option is no longer in effect, and the lease for a portion of Seawall Lot 334 will continue for the duration of its term as a direct lease between the Port and the Clerks;
- Require the Clerks to pay the Agency additional rent, equivalent to 50 percent of annual revenues in excess of the Clerks' costs, for use of the auditorium located on the premises by third parties (See Comment No. 2); and
- Make other modifications and add miscellaneous provisions.

**Comments:**

1. According to Ms. Sanchez, the current monthly rent of \$3,129, which has been adjusted to reflect the Consumer

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<sup>1</sup> Mr. Michael Kaplan of the Redevelopment Agency advises that the Agency owns harbor property which is adjacent to the property covered by the lease for Seawall Lot 334. According to Mr. Kaplan, the Agency needs the license for use of the parking lot located on Seawall Lot 334 on weekends and holidays during the boating season for harbor tenants, who rent space on the harbor from the Agency in order to store their boats.

Price Index (CPI), represents the fair market value of this property for this type of tenancy.

2. Mr. Kaplan advises that an estimate of the increase in revenues resulting from the additional rent that the Clerks would be required to pay the Agency for use of the auditorium by third parties is not available at this time. However, according to Mr. Kaplan, the Redevelopment Agency does not expect the amount of such an increase in rent to be significant.

3. Under the proposed lease modifications, the Port would forego the current base rent of \$3,129 per month (\$37,548 per year) for a portion of Seawall Lot 334 by assigning its lease with the Clerks to the Redevelopment Agency. However, Ms. Sanchez advises that the Redevelopment Agency will pay the Port approximately \$138,488 per year to lease redevelopment land, including Parcel M-4A. As such, the Port would realize a net gain of \$100,940 per year.

4. The proposed lease assignment and lease modifications were approved by the Port Commission at its meeting of December 19, 1994.

**Recommendation:** Approval of the proposed ordinance is a policy matter for the Board of Supervisors.



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Item 5 - File 172-94-49

**Department:** Port of San Francisco

**Item:** Resolution authorizing the Port of San Francisco to hold Pacific Gas and Electric Company harmless for claims arising from installation of underground electric work and gas service at Pier 45, Fisherman's Wharf.

**Description:** The proposed resolution would authorize the Port to hold Pacific Gas and Electric Company (PG & E) harmless in connection with an agreement to install electricity and gas services to Port facilities at Pier 45, Fisherman's Wharf as part of planned improvements for Pier 45. Under the proposed agreement, the Port would indemnify PG & E from liability resulting from personal injury or property damage arising out of PG & E's installation of these utility services, with the exception of loss or injury resulting from PG & E's active negligence or willful misconduct. The hold harmless provision in the agreement requires the Port, at PG & E's request, to defend any suit asserting a claim covered under the hold harmless provision, including the payment of costs and attorney's fees which PG & E may incur in enforcing the hold harmless provision.

According to Deputy City Attorney Robert S. Maerz, the proposed hold harmless provision is standard within the agreements PG & E requires from all of its customers when work is performed in areas not included under PG & E's public franchise agreement. The hold harmless provision is authorized by the California Public Utilities Commission (CPUC), and any deviations from it must be approved by the CPUC.

**Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.





Item 6 - File 172-94-50

**Department:** Public Transportation Department (PTD)

**Item:** Resolution authorizing the Director of the Public Transportation Department to execute a cost-sharing agreement between the Bay Area Rapid Transit District (BART) and the Municipal Railway (MUNI) to provide Americans with Disabilities Act (ADA) Paratransit Services.

**Description:** Section 223 of the ADA requires that BART and MUNI provide paratransit services within their service areas to individuals whose disabilities prevent the use of regular transit service.

The PTD is responsible for administering the City's Paratransit Program for ADA paratransit eligible individuals who use MUNI transportation services. Program services, which are provided by an outside contractor, include lift van, group van and taxi door-to-door service. Ms. Annette Williams of the PTD advises that, based on BART's agreement with the City to pay the City the share of BART's costs for providing such services to eligible individuals who use BART, the PTD, effective July 1, 1994, has extended the City's Paratransit Program to include BART's service areas.

The proposed resolution would authorize the Director of the PTD to execute a cost-sharing agreement between BART and the MUNI to provide ADA paratransit services under the City's Paratransit Program. Under this cost-sharing agreement, which became effective on July 1, 1994, BART would be required to pay the City 8.8 percent of the City's net operating expenses to provide the Paratransit Program services. The proposed agreement defines net operating expenses as the Program's total operating expenses reduced by: (1) the total amount of State Transit Assistance (STA) funds and Transportation Development Act (TDA) funds allocated to the City for paratransit services, (2) the estimated paratransit fare revenues and (3) prior year adjustments for STA and TDA paratransit revenues.

The PTD advises that BART commissioned a study on paratransit services within the City to determine how much of the paratransit costs in San Francisco are attributable to BART. According to the PTD, the results of this study, which was completed in September of 1994, indicated that 8.8 percent of the net expenses for paratransit services should be paid by BART. The PTD concurred with the results of this study.

Ms. Williams reports that the total estimated cost for the Paratransit Program for FY 1994-95 is approximately \$10,540,000. Of the approximately \$10,540,000, \$4,500,000 would be paid by Transportation Authority funds (Sales Tax), \$1,000,000 would be paid by TDA funds, \$500,000 would be paid by STA funds, \$600,000 would be paid by the Commission on Aging, \$740,000 would be paid by BART, \$600,000 would be paid by paratransit fare revenues and \$2,600,000 would be paid by General Fund monies. The \$740,000 to be paid by BART is based on approximately 8.8 percent of the \$8,440,000 million in net operating expenses for the Paratransit Program (\$10,540,000 in total operating expenses less approximately \$1,000,000 in TDA funds, \$500,000 in STA funds and \$600,000 in paratransit fare revenues).

**Comments:**

1. According to Ms. Williams, the \$740,000 to be paid by BART to the City has been included in the DPT's budgeted revenues for FY 1994-95.

2. As previously noted, the cost-sharing agreement has a start-up date of July 1, 1994. As such, the proposed legislation should be amended to authorize the PTD to execute this agreement retroactively.

**Recommendation:** Amend the proposed resolution to authorize the PTD to execute the cost-sharing agreement retroactively and approve the resolution as amended.

Memo to Government Efficiency and Labor Committee  
January 19, 1995 Government Efficiency and Labor Committee Meeting

Item 7 - File 47-94-8.1

**Department:** Real Estate Department

**Item:** Resolution confirming award of the Management Agreement for the Moscone Center Garage.

**Description:** The proposed resolution would confirm the Real Estate Department's award of a Management Agreement for operation of the City's Moscone Center Garage to ABC Parking.

Under the Management Agreement, the City would pay ABC Parking \$17,500 monthly (\$210,000 annually), and ABC parking would manage the operations of the garage and pay all operating expenses. The period of the Management Agreement is for five years, beginning on March 1, 1995.

The Moscone Center Garage, located at 255 Third Street, has 732 spaces and generates gross revenue averaging \$90,000 per month. (\$1,080,000 annually). The previous Management Agreement for this garage, with Five Star Parking, provided for monthly payments of \$20,283 (\$243,396 annually). Under this previous Management Agreement, the net annual revenue from the Moscone Center Garage was approximately \$836,604 (\$1,080,000 less \$243,396). Under the new Management Agreement, the net annual revenue from the Moscone Center Garage is expected to be approximately \$870,000 (\$1,080,000 less \$210,000), an increase of \$33,396 annually. The total net revenue to the City over the five year period of the new Management Agreement is estimated at approximately \$4,350,000 (\$5,400,000 in gross revenues less \$1,050,000 in payments to ABC Parking under the Management Agreement). The City's Parking Taxes, equal to 20 percent of gross revenues, are paid to the Tax Collector's Office from the gross revenues shown above. Ms. Claudine Venegas of the Real Estate Department reports that at the present time, the net proceeds to the City from the Moscone Center Garage are used to pay debt service on the revenue bonds issued to construct the Garage.

The Real Estate Department received sealed bids from eight firms who had been pre-qualified to bid on this agreement. After review and assignment of bid preference points by the Human Rights Commission, ABC Parking was determined to be the lowest responsive and responsible bidder. ABC

Memo to Government Efficiency and Labor Committee  
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Parking is a City-certified MBE. The bidders and bid amounts are as follows:

| <u>Firm Name</u>                        | <u>Bid Amount (Monthly)</u> |
|---|-----------------------------|
| ABC Parking                             | \$17,500                    |
| Five Star Parking/S&S Valet Service, JV | 17,618                      |
| Car Park/General Parking                | 19,588                      |
| Allright Parking                        | 19,866                      |
| City Park                               | 22,275                      |
| American Vantage                        | 22,900                      |
| City Parking Company                    | 23,000                      |
| Moscone Center Joint Venture            | 26,014                      |

**Comments:**

1. As noted above, ABC Parking is a City-certified MBE.
2. The second low bidder on this contract, Five Star Parking, filed a bid protest asserting that ABC Parking; a) did not meet the minimum experience qualifications for this contract, and, b) was not entitled to local and minority business bid preference points. Staff of the Human Rights Commission and the Department of Parking and Traffic reviewed these issues and found the bid protest to be without merit.

**Recommendation:** Approve the proposed resolution.

Memo to Government Efficiency and Labor Committee  
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Item 8 - File 62-94-1

**Department:** Real Estate Department

**Item:** Ordinance authorizing a license agreement with Diane Tom, dba Museum Cafe, as licensee for the operation of a cafe at the War Memorial Veterans Building.

**Location:** Fourth floor of War Memorial Veterans Building

**Purpose of License:** Operation of cafe during City Hall relocation

**Licenser:** City and County of San Francisco, War Memorial

**Licensee:** Diane Tom, dba Museum Cafe

**Monthly Rent:** Six percent of gross monthly sales, or minimum base rent of \$800 per month (approximately 500 square feet @ \$1.60 per square foot), whichever is higher.

**Annual Revenue:** A minimum of \$9,600

**Term of License:** The license would commence upon substantial completion of improvements at the Veterans Building (related to the relocation of City departments, now located at City Hall, to the Veterans Building) on or about February 15, 1995, and would expire on December 31, 1997 (Two years, 10.5 months). The City has the option to extend the license on a month-to-month basis following the expiration date, until City departments return to City Hall.

**Utilities Provided by City:** The City would pay utilities, at an estimated cost of \$75 per month (\$900 per year).

**Description:** Because of the planned seismic upgrading of City Hall, departments currently located in City Hall are scheduled to relocate to various locations throughout the City on a temporary basis starting in January of 1995. Among the departments which are relocating to the War Memorial Veterans Building are the Mayor's Office, the Board of Supervisors, the Law Library and certain functions of the City Attorney.

Ms. Diane Tom operated the Museum Cafe on the fourth floor of the Veterans Building prior to the departure of the Museum of Modern Art and has negotiated the purchase of the cafe's equipment, currently owned by the Museum,



subject to approval of the proposed license by the Board of Supervisors.

The proposed ordinance would approve a license agreement between the City and Ms. Tom, dba Museum Cafe, for the operation of a cafe at the Veterans Building while it is being temporarily occupied by City departments.

**Comments:**

1. According to Mr. Steve Legnitto of the Real Estate Department, under the proposed license, the City would not have to provide any tenant improvements to the cafe space since the space has previously been used as a cafe.
2. The proposed license is based on direct negotiations between the Real Estate Department and Ms. Tom, without a competitive bid process. According to Mr. Legnitto, competitive bidding in this situation would have been impracticable because, if another licensee were selected, the City might potentially have to provide tenant improvements and/or purchase cafe equipment for the space, at an additional cost to the City. Subject to approval of the proposed license by the Board of Supervisors, the proposed licensee, Ms. Tom, will purchase cafe equipment from the Museum of Modern Art at her sole expense, at a cost of approximately \$5,000.
3. Items such as coffee and cold sandwiches would be sold at the cafe, with prices to be set by the licensee, Ms. Tom.

**Recommendation:**

Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

Memo to Government Efficiency and Labor Committee  
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Item 9 - File 64-94-22

**Departments:** Department of Human Resources  
Employees Retirement System  
Real Estate Department

**Item:** Resolution authorizing the continuation of a lease of real property at 1155 Market Street for the Department of Human Resources' Health Service System and the Employees Retirement System's Workers Compensation Division.

**Location:** 1155 Market Street

**Purpose of Lease:** Office space for the Department of Human Resources' Health Service System and Workers Compensation Division.

**Lessor:** 1155 Market Partners, successor in interest to Continental Savings of America

**No. of Sq. Ft. and Cost Per Month:** 12,918 sq. ft. at \$1.3125 per sq. ft. per month = \$16,955 per month.

**Annual Cost:** \$203,460

**% Increase over 1993-94:** None

**Term of Lease:** November 30, 1994 to November 30, 1995 on a month-to-month basis not to exceed twelve months (see Comment No. 1)

**Utilities and Janitor Provided by Lessor:** No ( Except for electricity, the janitorial services and utility costs are included in the monthly rental amount of \$16,955. Additionally, the Department of Human Resources and the Workers Compensation Division pay on average \$540 per month or \$6,480 annually for electricity costs)

**Right of Renewal:** None

**Source of Funds:** 73.1% General Fund and 26.9% Special Funds (The Workers Compensation Division, formerly a division of the Employees Retirement System, (currently a division of the Department of Human Resources, see comment No. 1) provides 49.3% of the lease payment and the Department of Human Resources' Health Service System provides 50.7% of



the lease payment. All of the lease payments from the Workers Compensation Division comes from General Fund monies. The Department of Human Resources pays for their portion of the lease payment with both General Fund and non-General Fund monies. The reason both General Fund and other Fund monies are utilized is because the monies which the Department of Human Resources uses to pay for their portion of the lease payments are generated through the Health Service System administrative costs which are allocated to City Departments in proportion to the number of their employees who are enrolled in the Health Service System. If an employee's salary is paid through the General Fund, then the departmental fee paid to the Department of Human Resources is General Fund monies. Otherwise, non-General Fund monies are used as the funding source. Of the 50.7% of the lease payment provided by the Department of Human Resources' Health Service System, 53% is derived from non-General Fund monies. Therefore 26.9% of the total lease payment (53% of 50.7%) is paid by non-General Fund monies.

**Comments:**

1. This office space has been rented by the Department of Human Resources Health Service System and Employees Retirement System's Workers Compensation Division since October 24, 1989. The lease for these divisions expired on November 30, 1994. The Workers Compensation Division was transferred from the jurisdiction of the Employees Retirement System to the jurisdiction of the Department of Human Resources on December 31, 1994. The proposed resolution establishes the lease on a month-to-month basis to resolve remaining lease issues, as well as to provide time to consider the possibility of relocating to an alternate site after the transfer occurs.
2. According to Mr. Charles Dunn of the Real Estate Office, under the terms of the proposed lease agreement, the rent shall remain at the present amount of \$16,955 per month.
3. Mr. Dunn reports that the proposed rent represents the fair market value for the property.
4. As previously noted, the proposed lease has an effective date of December 1, 1994. As such, the proposed legislation should be amended to authorize the execution of the proposed lease extension retroactively.

**Recommendation:**

Amend the proposed resolution to authorize the execution of the proposed lease retroactively, and approve the proposed resolution as amended.

Memo to Government Efficiency and Labor Committee  
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Item 10 - File 64-94-23

**Departments:** Real Estate Department  
Mayor's Office of Housing (MOH)  
Mayor's Office of Community Development (MOCD)

**Item:** Resolution authorizing a one-year extension and renewal of the existing office lease of 9,417 square feet at 10 United Nations Plaza, Suites 450 and 600, and incorporating a related expansion of 1,325 square feet to accommodate a new grant-funded program for the Mayor's Office of Housing and the Mayor's Office of Community Development, retroactive to October 1, 1994.

**Location:** 10 United Nations Plaza, Suites 450 and 600

**Purpose of Lease:** Office space for Mayor's Office of Housing (MOH) and Mayor's Office of Community Development (MOCD)

**Lessor:** United Nations Plaza, Inc.

**Lessee:** City and County of San Francisco

**No. of Sq. Ft. and Cost Per Month:** Approximately 10,742 square feet at \$1.09 per square foot, or \$11,709 per month

**Annual Cost:** Approximately \$140,508

**Term of Lease:** October 1, 1994 through September 30, 1995 (one year)

**Utilities and Janitorial Services Provided by Lessor:** Yes

**Right of Renewal:** None

**Source of Funds:** U.S. Department of Housing and Urban Development (HUD) funds

**Description:** The Mayor's Office of Housing (MOH) and the Mayor's Office of Community Development (MOCD) currently occupy approximately 9,417 square feet of space at 10 United Nations Plaza, Suites 450 and 600, at a cost per month of \$10,305 or \$123,660 annually (approximately \$1.09 per square foot per month).

The MOCD and MOH recently applied for and received approximately \$6 million in grant funding from the U.S.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

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Department of Housing and Urban Development (HUD) to investigate and mitigate lead in publicly financed housing projects. Four grant-funded positions were created to administer the program.

The proposed lease modification would increase the square footage by 1,325 square feet, from 9,417 square feet to 10,742 square feet, in order to accommodate these four new positions, at a total monthly cost of \$11,709 per month (\$1.09 per square foot x 10,742 square feet). This represents an additional rental cost of \$1,404 per month or \$16,848 per year.

The original lease was for a five-year period, from October 1, 1989 through September 30, 1994. The proposed ordinance would renew the lease for a one-year period, retroactive from October 1, 1994 through September 30, 1995. According to Mr. Steve Alms of the Real Estate Department, the Real Estate Department would use this additional one-year period to explore alternatives to a long-term renewal at the MOH's and MOCD's existing location of 10 United Nations Plaza, possibly relocating to a City-owned building such as 25 Van Ness Avenue.

**Comments:**

1. There are currently 59 employees at the MOH's and MOCD's existing location, which provides approximately 9,417 square feet, or 159.6 square feet per employee. With the additional 1,325 square feet under this lease modification, for a total of 10,742 square feet, and with the additional four employees, for a total of 63 employees, each employee would have an average of approximately 170.5 square feet per employee.

2. Mr. Alms advises that the monthly rental rate of \$1.09 per square foot represents the fair market value of this property.

**Recommendation:** Approve the proposed resolution.

Memo to Government Efficiency and Labor Committee  
January 19, 1995 Government Efficiency and Labor Committee Meeting

Item 11 - File 64-94-24

**Department:** Department of Parking and Traffic (DPT)  
Real Estate Department

**Item:** Resolution authorizing an amendment and extension of an existing lease of real property at 1975-1999 Bryant Street.

**Location:** 1975-99 Bryant Street

**Purpose of Lease:** Traffic Sign Shop

**Lessor:** Jack and La Vonne Keeney

**No. of Sq. Ft. and Cost Per Month:** 21,162 square feet at \$0.40166 per square foot or \$8,500 per month.

**Annual Cost:** \$102,000

**% Decrease over 1993-94:** 8.6 percent

**Term of Lease:** July 1, 1994 to June 30, 1999, a five year period.

**Utilities and Janitor Provided by Lessor:** No

**Right of Renewal:** No

**Source of Funds:** The proposed rent of \$102,000 annually would be funded through the Department of Parking and Traffic Road Fund.

**Comments:**

1. This office space has been rented by the Department of Parking and Traffic since May 1, 1972 for the use of their Traffic Sign Shop. The current lease expired on June 30, 1994. The proposed lease amendment would lower the cost of the existing lease and extend the term of the lease through June 30, 1999.
2. According to Mr. Ken Chopping of the Department of Real Estate, under the terms of the lease agreement, the rent shall be lowered by \$798 per month from \$9,298 per month to \$8,500 per month, representing an 8.6% decrease. The rent will not increase during the five year term of the lease. Mr. Chopping advises that the monthly rental cost decreased because the lessor matched the rental price of another site which was being considered by the Department of Parking and Traffic for DPT's Traffic Sign Shop. The

monthly rent will exclude utilities, janitorial and scavenger services, and maintenance of heating and air conditioning equipment. These utilities and services are projected to cost approximately \$1,110 per month, or \$13,320 annually.

3. Mr. Chopping reports that the proposed rent represents the fair market value for the property.

4. Mr. Chopping reports that the lessor is responsible for any building changes that may be required by the Americans with Disabilities Act, and that the lessor will pay for the replacement of a heater and the addition of an air conditioning system. The Department of Parking and Traffic will assume the cost to maintain the heater and the air conditioning system at an estimated cost of \$600 annually, which is included in the above total of \$13,320 annually for all utilities and services.

5. As previously noted, the proposed lease has an effective date of July 1, 1994. As such, the proposed legislation should be amended to authorize the execution of the proposed lease extension retroactively.

**Recommendation:** Amend the proposed resolution to authorize the execution of the proposed lease retroactively, and approve the proposed resolution as amended.



Item 12 - File 97-94-81

**Department:** Recreation and Park Department

**Item:** Ordinance amending the Administrative Code by adding Section 10.11-2, which would authorize the Recreation and Park Commission to accept credit cards and Automatic Teller Machine (ATM) cards for the payment of fees and charges that are \$10 or greater per payment or charge.

**Description:** The proposed ordinance would authorize the Recreation and Park Department to accept credit cards and Automated Teller Machine (ATM) cards for the payment of fees and charges which are \$10 or more (See Comment No. 1).

Currently, the City accepts cash only for all transactions at facilities operated by the Recreation and Park Department. According to Mr. Arnold, in addition to the inconvenience to the customers of not being able to pay for admission fees by use of a credit card or ATM card, the policy of accepting cash only can also create a higher security risk by requiring visitors to Recreation and Park facilities to carry more cash than they would normally keep in their possession.

According to Mr. Arnold, the proposed ordinance, which would authorize the Recreation and Park Department to accept credit cards and ATM cards for the payment of fees and charges of \$10 or more, would mitigate potential security problems as well as provide increased convenience for patrons of City-owned facilities. Mr. Arnold advises that the acceptance of credit cards and ATM cards could potentially increase revenues to the City. However, Mr. Arnold advises that an estimate of this potential increase in revenues is not available at this time.

Mr. Tom Carrick of the Treasurer's Office advises that the City currently has a contract with Bank of America for the acceptance of credit cards (MasterCard and Visa), under which City departments that accept credit cards pay 1.56 percent of revenues generated from the use of credit cards to Bank of America. In addition, City departments must pay between \$15 and \$30 per month (\$180 to \$360 per year) for the rental of equipment such as a card scanning machine and printer. According to Mr. Arnold, subject to approval of the proposed ordinance, the Recreation and Park Department would also participate in this contract with Bank of America. Mr. Arnold advises that although this 1.56 percent fee charged by Bank of America and the equipment rental cost could result in a maximum reduction of up to approximately

Memo to Government Efficiency and Labor Committee  
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\$94,000 in annual revenues to the City (based on current annual revenues of approximately \$6 million), Mr. Arnold believes that this reduction would likely be offset by the anticipated increase in revenues resulting from the acceptance of credit cards.

Mr. Carrick advises that the City does not currently have a contract for the acceptance of ATM cards. However, Mr. Carrick advises that the Treasurer's Office is planning to issue a Request for Proposals (RFP) in the summer of 1995 for a contract for the acceptance of ATM cards by City departments.

**Comments:**

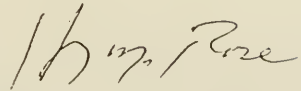
1. According to Mr. Carrick, the contract with Bank of America prohibits City departments from setting a minimum charge for the use of credit cards by customers. As such, Mr. Arnold advises that the proposed ordinance should be amended to delete the language referring to the acceptance of credit and ATM cards for the payment of fees and charges "that are \$10 or greater per payment or charge."

2. Mr. Arnold advises that credit and ATM cards would likely be used primarily at the City's golf courses, which charge an admission fee of between \$15 and \$27 per person. In addition, credit and ATM cards would also be accepted for the payment of admission fees at Recreation and Park facilities such as the Japanese Tea Garden, Coit Tower and the Conservatory. Furthermore, Mr. Arnold advises that credit and ATM cards could be used for the private rental of Recreation and Park facilities, such as baseball and soccer fields, picnic sites and recreation centers.

- Recommendations:**
1. Amend the proposed ordinance to delete all references to fees and charges "that are \$10 or greater per payment or charge."
  2. Approval of the proposed ordinance, as amended, is a policy matter for the Board of Supervisors.



Memo to Government Efficiency and Labor Committee  
January 19, 1995 Government Efficiency and Labor Committee Meeting



Harvey M. Rose

cc: Supervisor Hallinan  
Supervisor Ammiano  
Supervisor Teng  
President Shelley  
Supervisor Alioto  
Supervisor Bierman  
Supervisor Hsieh  
Supervisor Kaufman  
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Controller  
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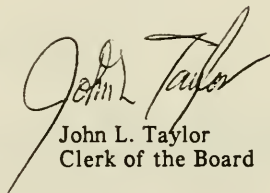
NOTICE OF CANCELLED MEETING  
GOVERNMENT EFFICIENCY AND LABOR COMMITTEE

DOCUMENTS DEPT.

FEB 14 1994

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NOTICE IS HEREBY GIVEN that the regularly scheduled meeting of the Government Efficiency and Labor Committee for Tuesday, February 14, 1995, at 1:00 p.m., in Room 228, City Hall has been cancelled.

  
John L. Taylor  
Clerk of the Board

POSTED: February 7, 1995.

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February 24, 1995

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**TO:** Government Efficiency and Labor Committee

**FROM:** Budget Analyst

**SUBJECT:** February 28, 1995 Government Efficiency and Labor Committee Meeting

Item 1a - File 61-95-1

**Department:** Public Utilities Commission (PUC)  
Water Department

**Item:** Resolution granting an extension of time for awarding San Francisco Water Department contract WD-2173, Harry W. Tracy Water Treatment Plant - Slope Stabilization.

**Description:** Section 6.1 of the San Francisco Administrative Code requires that the Board of Supervisors approve the extension of time to award a contract if award of the contract is not made within 30 days of the acceptance of the bid, or within an additional 30 days (for a total of 60 days) if required for implementation of affirmative action under Chapter 12B of the Administrative Code.

The proposed resolution would grant the PUC an extension of time to award Water Department Contract No. WD-2173. The selected contractor for this project, Pan-Marine-Constructors, Inc., has agreed to enter into a contract under its original bid terms, provided a Notice to Proceed is issued by the PUC before May 14, 1995. The contract work to be performed consists of stabilizing a hillside adjacent to the Harry W. Tracy Water Treatment Plant to control erosion.

**Comments:**

1. Mr. Ralph Herrera of the Public Utilities Commission, advises that due to the time required by the staff of the PUC Contract Compliance Office to review and evaluate the bid documents, the contract was not awarded within 60 days. According to Mr. Herrera, the delay in awarding the contract occurred because the lowest bidder, Pfister Excavating, Inc., did not achieve the required MBE/WBE sub-contracting goals of 15 percent MBE and 5 percent WBE established by the PUC in accordance with Chapter 12D of the Administrative Code. Pfister Excavating, Inc. was also not able to demonstrate that they had conducted a good-faith effort to utilize MBE/WBE subcontractors. As such, Pfister Excavating, Inc. was deemed unresponsive by the PUC Contract Compliance Office. Chapter 12D of the Administrative Code requires that if there is sub-contractor participation in a project, then the Department Director, in this case the PUC Contract Compliance Office, must establish MBE/WBE subcontractor participation goals for each project. According to Chapter 12D of the Administrative Code, the potential contractor must (1) meet the subcontracting goals established by the contract awarding authority, (2) demonstrate a good-faith effort to utilize MBE/WBE sub-contractors, and (3) identify potential MBE/WBE sub-contractors in the contractor's bid. If these conditions are not met, the contractor will be deemed unresponsive by the contract awarding authority. As noted above, Pfister Excavating, Inc., was deemed unresponsive. As such, Mr. Herrera advises that the second lowest bidder, Pan-Marine Constructors, Inc. was selected. Pfister Excavating, Inc., submitted the lowest bid of \$113,605. Pan-Marine Constructors, Inc. submitted the second lowest bid of \$139,875.

Pan-Marine Constructors, Inc., which is a WBE/LBE firm, allocated approximately 26.5 percent or \$37,100 of the total contract of \$139,875 to MBE/WBE subcontractors as follows:

| <u>Name of Subcontractor</u>   | <u>MBE/WBE Status</u> | <u>% of Contract</u> | <u>Amount</u> |
|--------------------------------|-----------------------|----------------------|---------------|
| 1. A&R Construction            | MBE                   | 15.8                 | \$22,100      |
| 2. Green Leaf Trucking         | WBE                   | 2.1                  | 3,000         |
| 3. Cence Landscape Contractors | WBE                   | 8.6                  | <u>12,000</u> |
| Total                          |                       | 26.5                 | \$37,100      |



2. Mr. Herrera reports that, subject to approval of this proposed resolution, Water Contract No. WD-2173 will be awarded to Pan-Marine Constructors, Inc. in the amount of \$139,875, to be funded out of the 1985 Water Revenue Bond Interest (File 101-92-42.1). Mr. Herrera advises that the contract work is anticipated to start on April 1, 1995 and should be completed by May 30, 1995.

**Recommendation:** Approve the proposed resolution granting an extension of time for award of the Water Department Contract WD-2173.



Item 1b - File 172-95-4

**Department:** City Attorney

**Item:** Resolution authorizing City Attorney to enter into an agreement with the County of Sonoma to toll the statute of limitations on any cross-complaints that either the City and County of San Francisco or the County of Sonoma may have in litigation brought against them both by Elia Escobar and Irma Vargas.

**Description:** San Francisco and Sonoma County are currently codefendants in San Francisco Superior Court Action No. 963-623, entitled "Elia Escobar et al. v. City and County of San Francisco, et al."

The Escobar case involves a child who died in a foster care home. The child was removed from its mother's custody by the San Francisco Department of Social Services (DSS) and placed with a foster family in Sonoma County. The plaintiffs allege that employees of both San Francisco and Sonoma Counties were negligent with regard to the child's placement and the supervision of the foster parents. However, both San Francisco and Sonoma Counties contend that the child's death was instead caused by the unforeseeable misconduct of the foster parents.

The City Attorney's Office believes that it would be in San Francisco's best interest to enter a tolling agreement with Sonoma County at this time. Given that both San Francisco and Sonoma are alleging that the child's death was not caused by any negligence on their parts, the City Attorney's Office advises that it would be counterproductive for either County to argue that the other County was at fault for the child's death. According to the City Attorney's Office, the proposed tolling agreement, which would toll (extend) any time limits for San Francisco and Sonoma Counties to file claims against each other until 30 days after a final judgment has been entered on the plaintiffs' claims, would preserve each County's right to file such claims should they become appropriate at a later date. The City Attorney advises that, at the same time, the proposed tolling agreement would avoid the expense and possible prejudice that would be associated with filing and prosecuting cross-complaints at this time. The proposed tolling agreement could be terminated by written notice by either San Francisco or Sonoma Counties at any time.

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- Comments:**
1. Sonoma County has received authorization from the Sonoma County Board of Supervisors to enter into the proposed tolling agreement.
  2. The statute of limitations for filing cross-complaints is scheduled to expire in March of 1995. As previously noted, the proposed tolling agreement would extend the statute of limitations to 30 days after a final judgment has been entered on the plaintiffs' claims in the Escobar case.

**Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.

Item 1c - File 133-95-1

- Department:** Chief Administrative Officer
- Item:** Resolution authorizing the Chief Administrative Officer to apply for and accept grants from various Federal and State agencies for the Combined Emergency Command Center
- Description:** The proposed resolution would authorize the Chief Administrative Officer to apply for and accept grant funds from various Federal and State agencies for the purchase of new communications technology and equipment for the 911 Project's Combined Emergency Command Center (CECC). The proposed resolution does not authorize the CAO to expend any grant funds; such authorization would be requested in the future from the Board of Supervisors if and when grant funds are secured.
- The 911 Project is responsible for constructing a CECC that is seismically safe and fireproof, and for equipping it with communications systems to support police, fire, ambulance and parking dispatch and records management. The CECC will also house the City's Emergency Command Center, fire alarm call box monitoring, building alarm monitoring, communications lines to all fire stations, and the Mayor's Emergency Telephone System (METS). The estimated cost for the CECC project, including financing, is \$60 million.
- The Board of Supervisors previously approved Ordinance No. 419-93, creating a 911 Fund and levying fees of 50¢ per month on telephone access lines and \$2.50 per month on telephone trunk lines. By ordinance, the maximum revenue that can be collected through this fee is \$49 million. The Board of Supervisors directed that the remaining amount of approximately \$11 million needed for the CECC be obtained through grant funding if possible, or included in Departmental General Fund requests.
- According to the Office of the CAO, parts of the CECC are eligible for grant funding from State and Federal agencies including the Federal Emergency Management Agency, the National Telecommunications and Information Agency, the Department of Energy, the Department of Justice, the Department of Defense, Community Development Block Grants, and other sources. All grant funds secured by the CAO from these sources for the CECC will reduce the demand on the City's General Fund for the CECC project.
- Recommendation:** Approve the proposed resolution.





Item 1d - File 133-95-2

**Department:** Chief Administrative Officer

**Item:** Resolution authorizing the Chief Administrative Officer, as the local hazard mitigation coordinator, or his designate, the Director of Public Works, to apply for, accept and expend hazard mitigation grant funds from California's Earthquake Safety and Public Building Rehabilitation Bond Act of 1990 in the amount of \$4,480,511, for six projects, with a commitment of local City match funds in the minimum amount of 25 percent of the seismic portion of the costs for each project (total minimum of \$1,493,504 for the six projects), and waiving indirect costs; rescinding resolution 793-93.

**Grant Amount:** \$4,480,511

**Grant Period:** Three years from the date of approval of resolution.

**Source of Funds:** State Earthquake Safety and Public Rehabilitation Bonds

**Projects:** Central Fire Alarm Station 1003 Turk Street  
Fire Station #41 1325 Leavenworth Avenue  
Fire Station #36 106 Oak Street  
Fire Station #34 499 41st Avenue  
Fire Station #18 1933 32nd Avenue  
Women's Jail #3 2 Moreland Drive, San Bruno

**Description:** The proposed resolution would authorize the Chief Administrative Officer (CAO) or his designate to apply for, accept, and expend State grant funds for projects consistent with the City's Hazard Mitigation Plan. Under the proposed resolution, the CAO would apply for, accept, and expend \$4,480,511 in State Earthquake Safety and Public Rehabilitation Bond funds under a grant program which provides for seismic improvements in public buildings that are critical to emergency response, essential services or public safety in the event of an earthquake. These funds have already been authorized by the State, and are proposed to be used for the seismic retrofit of the six City-owned facilities listed above.

The Board of Supervisors previously authorized the CAO to apply for \$3,948,450 in State funds for seismic retrofit of City buildings under this same program (Resolution No. 793-93). Since the date of that authorization, the State has approved a higher amount of funds for San Francisco than was originally anticipated. As such, the proposed resolution

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would also rescind Resolution No. 793-93, which authorized the CAO to apply for, accept, and expend \$3,948,450, and replace it with the proposed authorization to apply for, accept, and expend \$4,480,511.

The City is required to provide a minimum local match in the amount of \$1,493,504 or 25 percent of the cost of the project which is related to seismic improvements, which is \$5,974,015. This local match is required in order to obtain the State funds. Local matching funds are available from the City's Earthquake Safety Bond Program I (1989) for Fire Station 36, from the Earthquake Safety Bond Program II (1990) for Women's Jail #3, and from Fire Department Improvement Program Bonds (1992), for Fire Stations 41, 34, 18, and for the Central Fire Alarm Station.

As shown in the budget below, while only a 25 percent local match of the seismic portion of the projects is required for this grant application, in the amount of \$1,493,504, the Department of Public Works is proposing to commit a local match of \$2,193,108 or approximately 33 percent of the total project costs of \$6,673,619. According to Mr. John Suchich of the Department of Public Works, the City's proposed commitment of this amount of funds was one of the reasons that the State authorized a higher level of funding for the City.

| <b>Budget:</b> | <b><u>Project</u></b>      | <b><u>State Bonds</u></b> | <b><u>City Match</u></b> | <b><u>Total</u></b> |
|----------------|----------------------------|---------------------------|--------------------------|---------------------|
|                | Central Fire Alarm Station | \$444,239                 | \$111,060                | \$555,299           |
|                | Fire Station 41            | 545,994                   | 181,998                  | 727,992             |
|                | Fire Station 36            | 519,704                   | 172,250                  | 691,954             |
|                | Fire Station 34            | 819,726                   | 508,400                  | 1,328,126           |
|                | Fire Station 18            | 1,311,120                 | 792,400                  | 2,103,520           |
|                | Women's Jail #3            | <u>839,728</u>            | <u>427,000</u>           | <u>1,266,728</u>    |
|                | <b>Total</b>               | <b>\$4,480,511</b>        | <b>\$2,193,108</b>       | <b>\$6,673,619</b>  |

**Required Match:** \$1,493,504, based on 25 percent of \$5,974,015, which represents the seismic portion of the cost of the projects.

**Proposed Match:** \$2,193,108 or 33 percent of the total project costs of \$6,673,619

**Indirect Costs:** Waived, in accordance with grantor requirements.

**Comment:** 1. Of the six projects proposed for funding under this resolution, five are not yet ready to be put out to bid. The Budget Analyst recommends that the Board of Supervisors

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approve the authorization to apply for, accept, and expend the full amount of \$4,480,511 in State funds but reserve the funds for the five projects which are not yet ready for bid, pending submission of budget details and the MBE/WBE status of contractors to the Board of Supervisors. That amount is \$3,960,807, representing the State grant funds for the Central Fire Alarm Station, Fire Station 41, Fire Station 34, Fire Station 18, and Women's Jail #3.

2. The remaining amount of \$519,704 (\$4,480,511 less \$3,960,807) in State grant funds are needed to begin construction work on Fire Station 36. The contract for the work on Fire Station 36 was awarded to the low bidder, Gomez-Chapot Construction, a Joint Venture, on January 27, 1995. Gomez construction is a City-certified MBE and will be allotted \$352,897 or 51 percent of the total project amount of \$691,954 for Fire Station 36.

3. The Disability Access Checklist is in the Clerk of the Board's file.

4. The Department's Summary of Grant Request form is attached.

**Recommendations:**

1. Amend the proposed resolution to reserve \$3,960,807 in State grant funds, pending submission to the Board of Supervisors of the budget details, and the MBE/WBE status of contractors for five seismic retrofit projects.

2. Approve the proposed resolution, as amended.

File Number \_\_\_\_\_

Grant Application Information Form

A document required to accompany a proposed resolution  
Authorizing a Department to Apply for a Grant

To: The Board of Supervisors  
Attn: Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

Department: Department of Public Works/CAO

Mr. Mark A. Primeau

(415)557-4666

Contact Person: Mr. John Sucich Telephone: (415)557-4658

Project Title: Earthquake Safety and Public Building Rehabilitation Bond Act of 1990

Grant Source: State of California

Proposed (New / Continuation) Grant Project Summary:

The Earthquake Safety and Public Rehabilitation Bond Act of 1990 provides \$50 million for program administration and retro fitting or replacing local government essential services, emergency and public safety buildings. The six projects are:

1. Central Fire Alarm Station
2. Fire Station #41
3. Fire Station #36
4. Fire Station #34
5. Fire Station #18
6. Women's Jail #3

Amount of Grant Funding Applied for: \$4,480,511

Maximum Funding Amount Available: \$50 million total, \$40 for urban areas

Required Matching Funds: \$2,165,360

Number of Positions Created and Funded: None

Amount to be Spent on Contractual Services: Approximately 70%

Will Contractual Services be put out to Bid? Yes, construction contracts  
are competitively bid.

Grant Application Information Form  
Page 2

Term of Grant: 2 1/2 years includes design and construction.

Date Department Notified of Available funds: August 11, 1994

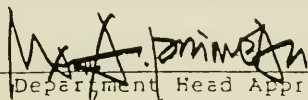
Application Due Date: Prior to construction

Grant Funding Guidelines and Options (from RFP, grant announcement or appropriations legislation):

For a local government to be eligible for funding, it must have complied with Chapter 12.2 (commencing with Section 8875) (Unreinforced Masonry Building Law) and also have an emergency plan approved by the office (OES) as being consistent with the state planning guidelines and the State Emergency Plan and the most recent catastrophic emergency response plan. The local government shall also have a priority list that identifies those facilities which are not expected to be operational after a major earthquake and which are critical to carrying out the emergency plan.

Per Section 8878.125(a)(b): The proceeds from the sale of the bonds pursuant to this act shall not replace or supplant funds available from the Federal Emergency Management Agency (FEMA). If funds are received from FEMA for costs applied for under this chapter, then proceeds from the fund shall not be allocated, or if already allocated, then the funds shall be reimbursed for any ineligible amount.

Per Section 8878.126 (a): No local government building or facility that is listed or is eligible for listing on the National Register of Historic Place or listed on any officially sponsored state or local register for inventory of historic places, may be demolished, destroyed or significantly altered, except for restoration to preserve or enhance its historical value, unless the local government finds that the structure presents a clear and imminent threat to the public of bodily harm or of damage to adjacent property which threat cannot be mitigated by Historic Preservation or other measures less damaging than removal, or unless the State Office of Historic Preservation determines, pursuant to subdivision (b), that the structure may be demolished, destroyed or significantly altered.



Department Head Approval

Mark A. Primeau

Assistant City Architect





Item 1e - File 68-95-1

**Department:** Mayor's Office of Community Development (MOCD)

**Item:** Resolution authorizing the Mayor of the City and County of San Francisco to apply for and accept a Regional Homeless Continuum of Care grant in a total amount not to exceed \$7,000,000 from the U.S. Department of Housing and Urban Development (HUD) for a regional homeless plan authorized under Section 2 (c) of the HUD Demonstration Act of 1993.

**Grant Amount:** Not to exceed \$7,000,000

**Grant Period:** December 31, 1994 through October 1, 1997 (two years, ten months) (See Comment No. 4)

**Source of Funds:** U.S. Department of Housing and Urban Development (HUD)

**Project:** Regional Homeless Continuum of Care Planning Project

**Description:** The proposed grant would be used to establish a Regional Homeless Consortium, which would provide a regional approach to offering a full range of services to homeless people, including affordable housing, mental health and substance abuse treatment and job training. The Regional Homeless Consortium would also leverage other public and private resources to maximize assistance to homeless individuals and families. The primary purpose of the project is to strengthen the effectiveness of local efforts by attempting to fill gaps in the current regional system of homeless care. Other participants, in addition to San Francisco, include the Cities of Berkeley, Richmond, San Jose, Marin City and Oakland and the Counties of Contra Costa, Marin, Sonoma, San Mateo, Santa Clara and Solano.

**Required Match:** None

**Comments:**

1. The Mayor's Office of Community Development (MOCD) will submit budget details for the proposed \$7 million grant when the MOCD requests authorization to expend the grant monies.
2. A copy of the Grant Application Information Form, as provided by the MOCD, is attached.
3. The Disability Access Checklist is in the Clerk of the Board's File.

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4. The application deadline for the proposed grant was December 31, 1994. According to Mr. Larry Del Carlo, Director of the MOCD, the Department did not learn of the availability of grant funds until December of 1994. However, Mr. Del Carlo advises that the application for the proposed grant was submitted in time to meet the December 31, 1994 deadline. As such, the proposed resolution should be amended to provide for ratification of action previously taken.

- Recommendation:**
1. Amend the proposed resolution to provide for ratification of action previously taken.
  2. Approve the proposed resolution, as amended.

Grant Application Information Form

A document required to accompany a proposed resolution  
Authorizing a Department to Apply for a Grant

To: The Board of Supervisors  
Attn: Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

Department: Mayor's Office of Community Development

Contact Person: Larry Del Carlo, Director Telephone: 554-8755

Project Title: Regional Homeless Continuum of Care Planning Project

Grant Source: Housing and Urban Development Demonstration Act of 1993

Proposed (New / Continuation) Grant Project Summary:

This grant, which will be assigned to a successor agency to be determined, will be used to establish a Regional Homeless Consortium which will work to establish a regional approach to providing the fullest possible range of services under the continuum of care - including affordable housing, mental health and substance abuse treatment, and job training. The Consortium will also work leverage other public and private resources to maximize assistance to homeless individuals and families.

The primary purpose of the project is to strengthen and increase the effectiveness of local efforts by trying to fill gaps in the current regional system of homeless care. In addition to San Francisco, other participants include Berkeley, Richmond, San Jose, Marin City, Oakland, and the counties of Contra Costa, Marin, Sonoma, San Mateo, Santa Clara, and Solano.

Amount of Grant Funding Applied for: \$7,000,000

Maximum Funding Amount Available: \$7,000,000

Required Matching Funds: None

Number of Positions Created and Funded: To be determined.

Amount to be Spent on Contractual Services: To be determined.

Will Contractual Services be put out to Bid? To be determined.

Term of Grant: December 31, 1994 - October 1, 1997

Date Department Notified of Available funds: December 1994

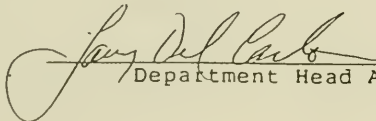
Application Due Date: December 31, 1994

Grant Funding Guidelines and Options (from RFP, grant announcement or appropriations legislation):

There was no formal RFP. This grant is available through the U.S. Department of Housing and Urban Development Demonstration Act of 1993's Initiatives Cities Homeless Grant Program.

Assessment of Need for Grant Funding:

Existing local, regional, and state resources for services to homeless persons and families continues to remain inadequate to address the full range of services needed to reduce homelessness. These federal funds allow for the creation of and local regional effort to address homelessness.

  
\_\_\_\_\_  
Department Head Approval

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Item 1f - File 146-95-1

**Department:** Department of Public Health (DPH)  
Laguna Honda Hospital and Rehabilitation Center

**Item:** Resolution authorizing the Department of Public Health, Laguna Honda Hospital and Rehabilitation Center, to apply for except and expend a grant of a Maximum of \$6,000 from the Levi Strauss Foundation to provide indoor and outdoor furnishings for the newly expanded Hospice on Ward C-2; ratifying action previously taken; and waiving indirect costs.

**Grant Amount:** \$6,000

**Grant Period:** 12 months from the date the grant award is approved by the Board of Supervisors

**Source of Funds:** Levi Strauss Foundation

**Description:** The DPH advises that the Hospice on Ward C-2 at Laguna Honda Hospital has been recently expanded to provide a total of 30 hospice beds for low-income patients. According to the DPH, the proposed new grant funds would be used to provide indoor and outdoor furnishings for the newly expanded Hospice.

**Budget:**

|  |              |
|--|--------------|
| <u>Patio and Exterior Furnishings</u>  |              |
| Patio Tables and Chairs for 12 persons | \$1,800      |
| Multiple Level Water Fountain          | 500          |
| Bird Bath                              | 100          |
| Flower Planters                        | <u>600</u>   |
| Subtotal                               | \$3,000      |
| <u>Solarium Interior Furnishings</u>   |              |
| Large Screen Television                | \$1,400      |
| Two Wheelchair Accessible Tables       | 600          |
| Four Chairs                            | <u>1,000</u> |
| Subtotal                               | \$3,000      |
| Total                                  | \$6,000      |

**Required Match:** None

**Indirect Costs:** None

**Comments:** 1. The DPH advises that the grant application has already been submitted for the proposed grant funds. As such, the

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proposed legislation provides for ratification of action previously taken.

2. The DPH reports that any maintenance costs associated with the Water Fountain, Bird Bath and Flower Planters would be absorbed by the DPH's existing maintenance budget.

3. Attached is a Summary Of Grant Request, as prepared by the DPH, for the proposed grant funds.

4. The DPH has prepared a Disability Access Checklist, which is included in the Clerk of the Board's file.

**Recommendation:** Approve the proposed resolution.



Grantor: Levi Strauss Foundation  
 Contact Person: Ms. Leslie Lutge Cary  
 Address: 1155 Battery St., SF 94120

Division: Laguna Honda Hospital  
 Section: Hospice  
 Contact Person: Lawrence J. Funk  
 Telephone: 759-2367  
 Application Deadline: 10-94  
 Notification Expected: 1994-received

Amount Requested: \$ 6,000  
 Term: From award To +12 months

I. Item Description: Request to (apply for) (accept and expend) a (new) (continuation) (allocation)  
 (Circle or (augmentation to a) grant in the amount of \$ 6,000 from the period of  
 Underline) award to +12 months to provide hospice  
services.

II. Summary: (Purpose; Funding Year; Target Groups; Services; Providers)

Provides solarium furnishings (chairs, table, television), serenity patio  
garden furnishings (chairs, tables, audible fountain, bird bath, and  
flower planters) for a newly opened 30-bed hospice and palliative care  
unit serving low income persons.

III. Outcomes/Objectives:

Enhance palliative care indoor diversionary environment and provide  
an immediately proximate serene outdoor environment accessible to 100  
hospice patients and at least 300 loved ones each year.

IV. Effects of Reduction or Termination of These Funds:

None

V. Financial Information:

|                  | Col. A<br>Two Years Ago | Col. B<br>Past Yr./Orig. | Col. C<br>Proposed | Col. D<br>Change | Req. Match | Approved By |
|------------------|-------------------------|--------------------------|--------------------|------------------|------------|-------------|
| Grant Amount     | 0                       | 0                        | 6,000              | NA               | 0          | NA          |
| Personnel        | 0                       | 0                        | -                  |                  | 0          |             |
| Equipment        | 0                       | 0                        | -                  |                  | 0          |             |
| *Contract Svc.   | 0                       | 0                        | -                  |                  | 0          |             |
| Mat. & Supp.     | 0                       | 0                        | 6,000              |                  | 0          |             |
| Facilities/Space | 0                       | 0                        | -                  |                  | 0          |             |
| Other            | 0                       | 0                        | -                  |                  | 0          |             |
| Indirect Costs   | 0                       | 0                        | -                  |                  | 0          |             |

VI. Data Processing

(costs included above)

|   |   |   |  |   |  |
|---|---|---|--|---|--|
| 0 | 0 | - |  | 0 |  |
|---|---|---|--|---|--|

VII. Personnel

|                   |   |   |   |  |   |  |
|-------------------|---|---|---|--|---|--|
| F/T Civil Service | 0 | 0 | - |  | 0 |  |
| P/T Civil Service | 0 | 0 | - |  | 0 |  |
| Contractual       | 0 | 0 | - |  | 0 |  |

Source(s) of non-grant funding for salaries of Civil Service employees working part-time on this grant:

NA

Will grant funded employees be retained after this grant terminates? If so, How?

NA

\*VIII. Contractual Services: Open Bid NA Sole Source NA (If sole source, attach Request for Exemption Form)



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Item 1g - File 172-95-3

**Department:** Department of Public Health (DPH)

**Item:** Resolution authorizing the Director of Public Health to execute an amended contract with the State Department of Health Services for the period July 1, 1992 through June 30, 1994 for Medi-Cal administrative claims; including a provision indemnifying the State from any Federal disallowance of costs.

**Amount:** \$27,371,184

**Source of Funds:** State Department of Health Services

**Description:** The DPH currently has a contract with the State Department of Health Services in the amount of \$15,042,378 for the period July 1, 1992 through June 30, 1994 for Medi-Cal administrative activities. The source of funds for this contract are Federal Medi-Cal funds, which are administered by the State. The State receives a fee from the City, in the amount of \$67,500, based on the City's receipt of between \$15,000,000 and \$16,000,000 of Federal Medi-Cal revenues. The DPH advises that this fee has been paid to the State. Under this contract, the State reimburses the DPH for its Medi-Cal administrative activities referred to as Targeted Case Management. Targeted Case Management is designed to improve the availability, coordination, and appropriate utilization of remedial health care resources to Medi-Cal eligible individuals and, where appropriate, their families. Targeted Case Management activities include, but are not limited to, eligibility determination, outreach activities, coordination of services, case planning, patient assistance, and utilization review.

According to Mr. Peter Gentile of the DPH, the DPH's claims to the State for reimbursement in connection with Medi-Cal administrative activities total \$27,371,184 for the period July 1, 1992 through June 30, 1994 or \$12,328,806 more than the current contract amount of \$15,042,378.

Therefore, this proposed resolution would authorize an amendment to this contract, which is necessary in order to permit the DPH to be reimbursed for costs up to \$27,371,184. Mr. Gentile advises that the additional \$12,328,184 has already been estimated in the FY 1994-95, 1993-94 and 1992-93 budgets by the Controller's Office and does not represent new monies which would accrue to the City.

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In addition to amending the contract to increase the contract amount from \$15,042,378 to \$27,371,184, this proposed resolution would authorize two other amendments to the contract which would (1) add a provision to provide that the City will hold the State harmless from any Federal disallowance of ineligible costs and related interest charges resulting from payments made to the City by the State and (2) make minor technical changes.

**Comment:**

1. Mr. Gentile advises that, as of the writing of this report, the Federal Health Care Financing Administration (HCFA) has placed payment suspensions on the entire State of California's Federal Medi-Cal Administrative claiming invoices, based on an audit of Los Angeles County's claiming practices. According to Monique Zmuda of the DPH (1) DPH has commenced negotiations with HCFA and the State to release payments owed to the City and (2) DPH has analyzed its claims with respect to the HCFA findings of ineligibility in Los Angeles County. Based on this analysis DPH staff have determined that the San Francisco DPH claims are consistent with the State Department of Health Service's Medi-Cal Administrative Claiming guidelines and procedures. As such, DPH believes that the City is eligible to receive the \$27,371,184 under the amended contract, which is the subject of this report. Ms. Zmuda also advises that the DPH has kept the Mayor's Office and the Controller's Office informed of the risks involved with respect to the reimbursement of these Medi-Cal claims. Mr. Gentile advises that thus far the City has received \$2,064,546 in Medi-Cal revenues under the State contract.

2. Ms. Paula Jesson of the City Attorney's Office has reviewed the above-noted hold harmless provision and advises that it is a standard State provision which does not place the City at undue risk and, as such, it is reasonable for the City to enter into this provision.

**Recommendation:** Approve the proposed resolution.

Item 2 - File 97-95-2

- Item:** Ordinance amending Section 8.7 of the Administrative Code to revise the procedures for the disposition of materials of historical significance prior to destruction.
- Description:** Currently, Section 8.7 of the Administrative Code requires that before materials of historical significance, including books, documents, photographs, maps, architectural drawings, records, bond certificates, or any other materials considered to be of historical significance are destroyed, the materials must be offered by the officer concerned, i.e., the Chief Administrative Officer, or by boards or commissions for departments under their jurisdiction, to the San Francisco Public Library.
- The proposed ordinance would amend Section 8.7 of the Administrative Code to require that these materials of historical significance now be offered directly to the History Room of the Public Library versus generally to the San Francisco Public Library.
- Comment:**
1. Ms. Fauneil McInnis of the Public Library advises that the proposed ordinance would clarify the process of offering materials of historical significance to the Library. Ms. Fauneil also states that by designating a specific contact point for offering materials of historical significance, the possibility of the materials getting lost within the Library system or rejected inappropriately will be prevented.
  2. According to Ms. Fauneil, the proposed ordinance would have no additional fiscal impact to the City.
- Recommendation:** Approval of the proposed ordinance is a policy matter for the Board of Supervisors.





Item 3 - File 186-95-2

**Department:** Chief Administrative Officer (CAO)

**Item:** This item is a hearing to consider the status of the establishment of a City Store.

**Description:** The CAO is in the process of implementing the creation of a City Store. The goals of the proposed City Store are to (a) promote the City and County of San Francisco by marketing potential products, which the City and County uses or can produce in the course of its everyday work, (b) sell these products in a retail operation, in order to generate additional revenue for the City's General Fund, (c) provide entrepreneurial opportunities for the City and departments, and (d) provide private employment and training opportunities for homeless individuals.

The CAO anticipates that the City Store would be located in one or more of the concentrated tourist areas of the City, including Fisherman's Wharf, Union Square/Powell Street Station, the Embarcadero, or the Cannery Row/Ghirardelli Square areas. Rent as well as all other operational costs will be financed through the proceeds of the retail operation.

The CAO advises that through its Request for Proposals (RFP) process, the CAO has selected Golden Gate Community Inc., a non-profit agency, to operate the City Store. Mr. Neal Taniguchi of the Office of the CAO, advises that two other agencies, Museum of San Francisco, a non-profit agency and Williamson and Associates, an MBE firm, also submitted proposals to the CAO. Mr. Taniguchi states that Golden Gate Community Inc. was selected because their proposal most closely matched the goals and objects of the City as specified in the RFP. According to Mr. Taniguchi, the CAO is in the process of negotiating a management fee, with Golden Gate Community Inc., which will be based on an, as yet, undetermined percentage of profit.

**Comments:** 1. Mr. Taniguchi reports that the CAO estimates that the proposed City Store will have start-up costs of approximately \$60,000 to \$70,000. According to Mr. Taniguchi, the Roberts Foundation, a non-profit grants funding agency has agreed to fund an, as yet, undetermined amount of these start-up costs. According to Mr. Taniguchi, the Roberts Foundation provides grant funding to support economic development initiatives which may impact homeless individuals. Mr. Taniguchi advises that in the event the Roberts Foundation is unable to totally fund all of these costs, the Golden Gate Community

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Inc. is also seeking other foundation grant funds to pay for the start-up costs. If needed, the CAO may apply for a small business loan through the Mayor's Office of Community Development to supplement the monies provided by the Roberts Foundation and other foundations for the start-up costs.

2. The CAO estimates that based on a preliminary estimate of annual gross sales the proposed City Store will gross \$430,000 annually in the first year. Based on estimated annual gross sales of \$430,000 and estimated annual operating costs of \$330,000, including management fees, it is possible that an estimated \$100,000 in annual net revenues would accrue to the City's General Fund, according to Mr. Taniguchi. Mr. Taniguchi also states that the City of San Diego Store, which was used a model for the San Francisco City Store, currently grosses approximately \$500,000 annually.

Items 4 and 5 - Files 97-95-5 and 97-95-6

**Departments:** Chief Administrative Officer (CAO)  
Purchaser

**Items:** **Item 4, File 97-95-5** - Ordinance amending the Administrative Code by adding Section 1.6-1, which would authorize the Chief Administrative Officer to approve the use of the seal of the City and County of San Francisco for reproduced or facsimile versions on objects and goods offered for sale by the proposed City Store for the purpose of promoting the City and County and generating additional revenues for the City.

**Item 5, File 97-95-6** - Ordinance amending Administrative Code Section 8.12-2.1 to authorize the Chief Administrative Officer and the Purchaser to sell cable car medals.

**Description:** The proposed ordinances (File 97-95-5 and 97-95-6) would amend the Administrative Code to authorize the sale of (a) goods exhibiting the City's seal and (b) Centennial Cable Car medals at the proposed City Store. (See Item 3, File 186-95-2.)

Section 1.6 of the Administrative Code establishes a corporate seal for the City and County of San Francisco and provides that the corporate seal shall be used for purposes directly connected with official business of the City and for those matters approved by the Board of Supervisors by ordinance. The proposed ordinance (File 97-95-5) would amend the Administrative Code to authorize the Chief Administrative Officer (CAO) to approve the use of the seal for reproduced or facsimile versions on objects and goods offered for sale by the City and County at its proposed City Store.

According to Mr. Neal Taniguchi of the CAO's Office, the CAO is currently considering selling products that exhibit the City seal at the proposed City Store, such as clothing, stationary and coffee mugs. However, Mr. Taniguchi advises that a final determination as to how the City seal would be used has not yet been made.

The proposed ordinance (File 97-95-6) would authorize the CAO to sell cable car medals at the proposed City Store. The cable car medals are one and one-half inch diameter silver and bronze coins that were minted to commemorate the 1973 Cable Car Centennial. Approximately 150,000 cable car medals were originally minted. These medals were originally

offered for sale at \$15 each through an agreement with an outside contractor. However, this contract expired in 1984.

In 1987, the Board of Supervisors approved an ordinance which authorized the Mayor and the President of the Board of Supervisors to present the cable car medals as gifts to foreign dignitaries and other special guests.

According to the Treasurer's Office, there are currently 2,614 silver and 1,106 bronze cable car medals in the Treasurer's vault, or a total of 3,720 medals of the 150,000 originally minted. The proposed ordinance (File 97-95-6) would authorize the CAO and the Purchaser to sell these remaining cable car medals at a price to be determined by the CAO and the Purchaser. Mr. Taniguchi advises that the CAO's Office has not yet determined at what price these cable car medals would be sold.

**Comment:** The CAO's Office has requested that the proposed ordinance (Item 4, File 97-95-5), which would authorize the use of the City seal by the CAO, be continued to the call of the Chair.

**Recommendations:** 1. As requested by the CAO's Office, continue Item 4, File 97-95-5, to the call of the Chair.

2. Approval of the proposed ordinance (File 97-95-6) is a policy matter for the Board of Supervisors.

Items 6 and 7 - Files 93-94-12.2 and 93-94-12.3

**Items:** Resolution (File 93-94-12.2) ratifying amendment to Memorandum of Understanding between the International Federation of Professional and Technical Engineers, Local 21 and the City and County of San Francisco.

Ordinance (File 93-94-12.3) amending Ordinance No. 231-94 implementing the fiscal provisions of the Memorandum of Understanding between the International Federation of Professional and Technical Engineers, Local 21 and the City and County of San Francisco.

**Description:** The administrative provisions of the existing Memorandum of Understanding (MOU) between the City and County and Local 21 is a basic three year agreement, for the period of July 1, 1994 through June 30, 1997. However, the fiscal provisions of the existing MOU relating to general wages, health and retirement extend for only the one year period from July 1, 1994 through June 30, 1995, thereby providing an opportunity to reopen the agreement to negotiate those specific provisions of the agreement. Attached is a list of the positions and maximum annual salaries of the positions presently covered under the existing MOU.

The proposed resolution and ordinance (Files 93-94-12.2 and 93-94-12.3) would ratify an amendment and implement additional fiscal provisions to the existing MOU. Specifically, the amendment would extend the agreement to 32 additional classifications covering 232 additional positions of the San Francisco Association of Personnel Professionals (SFAPP). The 232 additional positions would be provided the same economic benefits provided under the existing MOU between the City and County of San Francisco and Local 21. Following is a list of those 32 additional classifications that would be provided these benefits:

1203 Personnel Technician  
1231 Assoc. Affirmative Action Coordinator  
1233 Affirmative Action Specialist  
1240 Asst. Personnel Analyst  
1242 Personnel Analyst  
1244 Sr. Personnel Analyst  
1246 Principal Personnel Analyst  
1452 Executive Secretary II  
1453 Principal Stenographer, Mayor  
1454 Executive Secretary III  
1492 Asst. Clerk, Board of Supervisors  
1506 Confidential Secretary, Sheriff

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**



Memo to Government Efficiency and Labor Committee  
February 28, 1995 Government Efficiency and Labor Committee Meeting

1512 Confidential Sec. Public Defender  
1520 Confidential Sec/District Attorney  
1522 Confidential Sec/City Attorney  
1523 Confidential Sec/CAO  
1530 Admin. Sec/Mayor  
1544 Secretary Library Commission  
1551 Secretary Health Commission  
1574 Exec. Secretary/Controller  
1831 Legislative Aide, Board of Supervisors  
1835 Admin. Asst. Board of Supervisors  
1838 Admin. Asst./Health Services  
1846 Executive Asst. Mayor  
3566 Exec. Secretary/Museums  
8116 Legislative Calendar Clerk  
8118 Legislation Clerk  
8130 Admin. Asst. District Attorney  
8151 Claims Investigator/City Attorney  
8152 Sr. Claims Investigator/City Attorney  
8169 Legislative Asst/City Attorney  
9276 Secretary Airports Commission

The major fiscal provisions provided under the amendment to the 232 positions are as follows (these provisions are already provided to existing Local 21 employees):

Deferred Compensation

Employees covered under the MOU, and still employed by the City and County on July 1, 1995, would be eligible to accrue a cash account balance equal to five percent of the employee's total base salary earnings for FY 1993-94. The City would only be required to deposit the amount due to the employee's account in a single lump sum payment, without interest, in FY 1995-96. The estimated one-time cost of this provision is \$550,700.

Severance Pay

Employees that terminated service with the City prior to July 1, 1995, but after the amendment to the agreement is ratified, would be eligible for severance pay equal to five percent of the employee's base salary for the FY 1993-94, payable immediately upon separation or shortly thereafter. The estimated cost for the severance pay provision is included in the estimated cost above for the deferred compensation provision.



### Pay Hours and Benefits

Employees shall be entitled to two paid furlough days for FY 1994-95, unless the employee has not executed a valid waiver of all liability related to the wage freeze for FY 1993-94. Presently, the 232 additional employees to be covered under this MOU are already entitled to two paid furlough days, and therefore this provision would not result in any additional cost to the City.

The City would also be required to maintain health and dental benefits at present levels. Dental benefits are already provided to SFAPP employees so therefore this provision would not result in any additional cost to the City. However, these additional 232 employees would be eligible for \$75 a month for dependent health coverage beginning in March, 1995. The estimated cost for this provision on an annual basis is \$104,400. If the proposed resolution and ordinance are passed in the current fiscal year, the estimated cost of this provision for FY 1994-95 would be \$26,100 (assumes three months of payments from April 1, 1995 to June 30, 1995).

Employees would only be eligible for the pay hours and dental benefit unless the employee has executed a valid waiver of all liability related to the wage freeze for FY 1993-94.

### Retirement Costs

The City would "pick up" two percent of FY 1995-96 rate for the employee's share of retirement costs. In addition, employees would receive this retirement provision retroactive beginning on October 1, 1994 in a like amount payment. The estimated cost of this provision for FY 1994-95 is \$166,000, and \$220,260 beginning in FY 1995-96.

### **Comments:**

1. There are various other economic provisions to the existing MOU with Local 21. These provisions include eligibility in tuition assistance and employee assistance programs. Mr. Alice Villagomez of the Human Resources Department reports that although these provisions would be extended to the 232 additional employees, no additional funds would be required to be set aside from the funds already available to existing members of Local 21.

2. As noted, the 232 additional employees would only be subject to the provisions of the proposed amendment as

referenced if employees have executed a valid waiver of all liability related to the wage freeze for FY 1993-94.

3. In summary, the increased annual costs to the City for the 32 additional classifications cited above, covering 232 additional positions, are estimated as follows:

|                         | FY<br><u>1994-95</u> | FY<br><u>1995-96</u> | FY<br><u>1996-97</u> |
|-------------------------|----------------------|----------------------|----------------------|
| Deferred Compensation   |                      |                      |                      |
| Including Service Pay   | \$0                  | \$550,700            | \$0                  |
| Dependent Health        |                      |                      |                      |
| Care Coverage           | 26,100 *             | 104,400              | 104,400              |
| Retirement Contribution | <u>166,000</u>       | <u>220,260</u>       | <u>220,260</u>       |
| Total                   | \$192,100            | \$875,360            | \$324,660            |

\*Assumes three months of payments in the current fiscal year (April, 1995 to June, 1995).

The total estimated three-year cost of the proposed resolution and ordinance would be approximately \$1,392,120.

As noted above, because the employees in the San Francisco Association of Personnel Professionals (SFAPP) employees are currently receiving two work furlough days and dental benefits, these provisions would not result in any additional costs to the City.

4. Ms. Villagomez reports that the Employee Relations Division of the Mayor's Office has agreed to extend the Local 21 agreement to the additional 232 employees. However, according to Ms. Vicki Clayton of the City Attorney's Office, the proposed amendment to the existing Local 21 MOU is not an arbitration award, and therefore the Board of Supervisors is not required to add the proposed 32 additional classifications, covering 232 additional positions, to the existing agreement.

**Recommendation:** Approval of the proposed resolution and ordinance is a policy matter for the Board of Supervisors.

RUN DATE: 16-06-1994 TIME: 7:15PM

POSITION CLASSIFICATION DETAIL REPORT - PHASE D  
SORTED BY JOINT COUNCIL EMPLOYEE ORGANIZATION

EMPLOYEE ORGANIZATION: LOCAL 21

BARG. UNIT BARG. SUB UNIT CLASS NO DESCRIPTION

COUNT UNSTOZED AMT STOZED AMT

| BARG. UNIT | BARG. SUB UNIT | CLASS NO | DESCRIPTION                            | COUNT | UNSTOZED AMT | STOZED AMT |
|------------|----------------|----------|--|-------|--------------|------------|
| 1          | JJ             | 6130     | SAFETY ANALYST.....                    | 4     | 255,123      | 255,123    |
| 2          |                | 9393     | CARGO SALES & MARKETING REPRESENTA     | 2     | 132,275      | 132,275    |
| 3          |                | 7657     | TRAFFIC AND STREET SIGN MAINT WORK     | 15    | 559,005      | 559,005    |
| 4          | B              | 1958     | SUPERVISING PURCHASER.....             | 3     | 189,558      | 189,558    |
| 5          | A              | 2555     | PHYSICAL THERAPIST ASSISTANT.....      | 3     | 135,580      | 135,580    |
| 6          | F              | 6173     | LEGAL ASSISTANT.....                   | 69    | 1,085,938    | 1,085,938  |
| 7          | J              | 1650     | ACCOUNTANT.....                        | 103   | 2,683,694    | 2,683,694  |
| 8          | J              | 1552     | SENIOR ACCOUNTANT.....                 | 11    | 4,497,174    | 4,497,174  |
| 9          | J              | 1455     | SENIOR SYSTEMS ACCOUNTANT.....         | 11    | 505,324      | 505,324    |
| 10         | J              | 1657     | ASSOCIATE AUDITOR.....                 | 18    | 1,084,928    | 1,084,928  |
| 11         | J              | 1804     | STATISTICIAN.....                      | 8     | 411,526      | 411,526    |
| 12         | J              | 1805     | ASSOCIATE PERFORMANCE AUDITOR.....     | 8     | 315,349      | 315,349    |
| 13         | J              | 1806     | SENIOR STATISTICIAN.....               | 2     | 108,878      | 108,878    |
| 14         | J              | 1823     | SENIOR ADMINISTRATIVE ANALYST.....     | 3     | 159,619      | 159,619    |
| 15         | J              | 1954     | PURCHASER.....                         | 36    | 2,420,117    | 2,420,117  |
| 16         | J              | 1956     | SENIOR PURCHASER.....                  | 3     | 191,768      | 191,768    |
| 17         | J              | 2992     | CONTRACT COMPLIANCE OFFICER I.....     | 12    | 504,189      | 504,189    |
| 18         | J              | 4230     | ESTATE INVESTIGATOR.....               | 10    | 517,826      | 517,826    |
| 19         | J              | 4261     | REAL PROPERTY APPRAISER.....           | 28    | 1,431,756    | 1,431,756  |
| 20         | J              | 4265     | SENIOR REAL PROPERTY APPRAISER.....    | 24    | 1,074,461    | 1,074,461  |
| 21         | J              | 9376     | HARVEY RESEARCH SPECIALIST- PORT.....  | 11    | 445,880      | 445,880    |
| 22         | J              | 9399     | PORT TRAFFIC ANALYST.....              | 11    | 681,086      | 681,086    |
| 23         | J              | 2456     | ASST FORENSIC TOXICOLOGIST I.....      | 11    | 542,619      | 542,619    |
| 24         | J              | 2457     | ASST FORENSIC TOXICOLOGIST II.....     | 1     | 50,295       | 50,295     |
| 25         | J              | 2471     | WATER QUALITY CHEMIST.....             | 1     | 50,059       | 50,059     |
| 26         | J              | 2472     | SENIOR WATER CHEMIST.....              | 3     | 170,111      | 170,111    |
| 27         | J              | 2473     | MARINE BIOLOGIST.....                  | 1     | 64,179       | 64,179     |
| 28         | J              | 2474     | SENIOR MARINE BIOLOGIST.....           | 29    | 1,504,946    | 1,504,946  |
| 29         | J              | 2476     | SENIOR SWAGE TREATMENT CHEMIST.....    | 3     | 194,051      | 194,051    |
| 30         | J              | 2486     | PUBLIC HEALTH ASSISTANT TOXICOLOGI     | 8     | 408,359      | 408,359    |
| 31         | J              | 2492     | EPIDEMIOLOGIST I.....                  | 8     | 65,433       | 65,433     |
| 32         | J              | 2503     | EPIDEMIOLOGIST II.....                 | 1     | 65,433       | 65,433     |
| 33         | J              | 8250     | CRIMINALIST.....                       | 7     | 438,193      | 438,193    |
| 34         | J              | 8254     | FORENSIC DOCUMENT EXAMINER.....        | 7     | 96,726       | 96,726     |
| 35         | J              | 5177     | SAFETY OFFICER.....                    | 2     | 42,456       | 42,456     |
| 36         | J              | 5202     | JUNIOR CIVIL ENGINEER.....             | 1     | 377,829      | 377,829    |
| 37         | J              | 5204     | ASSISTANT CIVIL ENGINEER.....          | 7     | 393,905      | 393,905    |
| 38         | J              | 5209     | INDUSTRIAL ENGINEER.....               | 1     | 56,272       | 56,272     |
| 39         | J              | 5215     | FIRE PROTECTION ENGINEER.....          | 3     | 206,681      | 206,681    |
| 40         | J              | 5222     | ASSISTANT WATER PURIFICATION ENGIN     | 5     | 212,335      | 212,335    |
| 41         | J              | 5227     | JUNIOR TRANSPORTATION ENGINEER.....    | 81    | 3,942,914    | 3,942,914  |
| 42         | J              | 5228     | ASSISTANT TRANSPORTATION ENGINEER..... | 3     | 143,469      | 143,469    |
| 43         | J              | 5229     | ASSISTANT TRANSPORTATION ENGINEER..... | 2     | 142,017      | 142,017    |
| 44         | J              | 5230     | ASSISTANT TRANSPORTATION ENGINEER..... | 3     | 141,484      | 141,484    |
| 45         | J              | 5231     | ASSISTANT TRANSPORTATION ENGINEER..... | 1     | 45,623       | 45,623     |
| 46         | J              | 5232     | ASSISTANT TRANSPORTATION ENGINEER..... | 1     | 390,430      | 390,430    |
| 47         | J              | 5233     | ASSISTANT TRANSPORTATION ENGINEER..... | 8     | 134,948      | 134,948    |
| 48         | J              | 5234     | ASSISTANT TRANSPORTATION ENGINEER..... | 3     | 134,948      | 134,948    |

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CITY & COUNTY OF SAN FRANCISCO  
FISCAL YEAR 1994-95

:BPREP REPORT 1750.COM

RUN DATE: 16-OCT-1994 TIME: 7:50PM

POSITION CLASSIFICATION DETAIL REPORT - PHASE D  
SORTED BY JOINT COUNCIL EMPLOYEE ORGANIZATION

EMPLOYEE ORGANIZATION: LOCAL 21

| BARG. UNIT | BARG. SUB UNIT | CLASS NO | DESCRIPTION                           | RATE      | COUNT | UNSTANDARD AMT | STANDARD AMT |
|------------|----------------|----------|---------------------------------------|-----------|-------|----------------|--------------|
| 8          | M              | 5236     | ASSISTANT ELECTRICAL ENGINEER.....    | 159681936 | 31    | 540,551        | 540,551      |
| 8          | M              | 5250     | JUNIOR MECHANICAL ENGINEER.....       | 143681740 | 1     | 45,412         | 45,412       |
| 8          | M              | 5250     | ASSISTANT MECHANICAL ENGINEER.....    | 159681936 | 16    | 900,519        | 900,519      |
| 8          | M              | 5252     | ILLUSTRATOR AND ART DESIGNER.....     | 152081644 | 3     | 127,457        | 127,457      |
| 8          | M              | 5320     | ASSISTANT INDUSTRIAL HYGIENIST.....   | 162681975 | 5     | 343,537        | 343,537      |
| 8          | M              | 6138     | INDUSTRIAL HYGIENIST.....             | 215682621 | 9     | 570,443        | 570,443      |
| 8          | M              | 5262     | JUNIOR LANDSCAPE ARCHITECT.....       | 142181723 | 2     | 85,940         | 85,940       |
| 8          | M              | 5272     | TRAINING OFFICER.....                 | 159681936 | 5     | 248,650        | 248,650      |
| 8          | R              | 1232     | PUBLIC INFORMATION OFFICER.....       | 149181696 | 3     | 98,474         | 98,474       |
| 8          | R              | 1312     | HEALTH CARE ANALYST.....              | 166682025 | 4     | 182,412        | 182,412      |
| 8          | R              | 2119     | EMPLOYEE ASSISTANCE COUNSELOR.....    | 139681580 | 3     | 94,540         | 94,540       |
| 8          | R              | 2594     | SR EMPLOYEE ASSISTANCE COUNSELOR..... | 150681827 | 1     | 47,685         | 47,685       |
| 8          | R              | 2819     | ASSISTANT HEALTH EDUCATOR.....        | 149581818 | 15    | 622,954        | 622,954      |
| 8          | R              | 2822     | MENTAL HEALTH EDUCATOR.....           | 175182104 | 21    | 1,005,744      | 1,005,744    |
| 8          | R              | 2823     | HOUSING INSPECTOR.....                | 175182104 | 2     | 187,130        | 187,130      |
| 8          | S              | 6278     | FIRE SAFETY INSPECTOR II.....         | 245382494 | 21    | 1,233,544      | 1,233,544    |
| 8          | S              | 6281     | DISABILITY ACCESS COORDINATOR.....    | 172382094 | 17    | 929,109        | 929,109      |
| 8          | S              | 6335     | AUDIORETRIEVER.....                   | 243683035 | 1     | 77,216         | 77,216       |
| 8          | T              | 2538     | AUDIOLOGIST.....                      | 182782221 | 1     | 57,968         | 57,968       |
| 8          | T              | 2540     | SPEECH PATHOLOGIST.....               | 197582401 | 2     | 93,627         | 93,627       |
| 8          | T              | 2542     | OCCUPATIONAL THERAPIST.....           | 196582368 | 3     | 190,668        | 190,668      |
| 8          | T              | 2543     | PHYSICAL THERAPIST.....               | 178282166 | 19    | 652,658        | 652,658      |
| 8          | T              | 2546     | REHABILITATION COUNSELOR.....         | 145881740 | 3     | 122,983        | 122,983      |
| 8          | T              | 2846     | NUTRITIONIST.....                     | 173182104 | 21    | 879,088        | 879,088      |
| 8          | U              | 5120     | ARCHITECTURAL ADMINISTRATOR.....      | 203582672 | 1     | 67,756         | 67,756       |
| 8          | U              | 5266     | ARCHITECTURAL ASSOCIATE II.....       | 189182287 | 23    | 1,301,150      | 1,301,150    |
| 8          | U              | 5268     | ARCHITECTURAL ASSISTANT I.....        | 134281626 | 20    | 770,289        | 770,289      |
| 8          | U              | 5281     | ARCHITECTURAL ASSISTANT II.....       | 147781791 | 9     | 455,713        | 455,713      |
| 8          | V              | 5285     | MANAGEMENT INFORMATION SYSTEMS TEC    | 162681975 | 13    | 351,864        | 351,864      |
| 8          | V              | 1807     | MANAGEMENT INFORMATION SYSTEMS TEC    | 093881336 | 15    | 122,260        | 122,260      |
| 8          | V              | 1808     | MANAGEMENT INFO SYSTEMS SPECIALIST    | 085081027 | 5     | 1,015,972      | 1,015,972    |
| 8          | V              | 1811     | MANAGEMENT INFO SYSTEMS SPECIALIST    | 129181545 | 27    | 1,512,220      | 1,512,220    |
| 8          | V              | 1815     | SYSTEMS AND PROCEDURES ANALYST - SP   | 156381893 | 35    | 53,322         | 53,322       |
| 8          | V              | 1861     | ASSISTANT SYSTEMS PROGRAMMER.....     | 164282043 | 1     | 561,414        | 561,414      |
| 8          | V              | 1862     | SYSTEMS AND PROCEDURES ANALYST.....   | 189882297 | 3     | 73,994         | 73,994       |
| 8          | V              | 1871     | PROGRAMMER ANALYST.....               | 145081765 | 22    | 917,780        | 917,780      |
| 8          | V              | 1872     | SYSTEMS PROGRAMMER.....               | 209682545 | 13    | 822,919        | 822,919      |
| 8          | V              | 1873     | SENIOR SYSTEMS PROGRAMMER.....        | 175682136 | 62    | 3,169,246      | 3,169,246    |
| 8          | V              | 1874     | SENIOR SYSTEMS PROGRAMMER.....        | 231982819 | 13    | 429,109        | 429,109      |
| 8          | Z              | 1734     | COMPUTER OPERATOR I.....              | 895881136 | 2     | 57,990         | 57,990       |
| 8          | Z              | 1736     | COMPUTER OPERATOR II.....             | 104781267 | 22    | 753,986        | 753,986      |
| 8          | Z              | 1737     | SENIOR COMPUTER OPERATOR.....         | 120881463 | 11    | 451,877        | 451,877      |



CITY & COUNTY OF SAN FRANCISCO  
FISCAL YEAR 1994-95

:BPREP REPORT :739.COM

RUN DATE: 16-OCT-1994 TIME: 7:10PM

POSITION CLASSIFICATION DETAIL REPORT - PHASE 0  
SORTED BY JOINT COUNCIL EMPLOYEE ORGANIZATION

EMPLOYEE ORGANIZATION: LOCAL 21

| BARS. UNIT | BARS. SUB UNIT | CLASS NO | DESCRIPTION                          | RATE      | COUNT | UNSTDZD AMT | STDZD AMT |
|------------|----------------|----------|--------------------------------------|-----------|-------|-------------|-----------|
| 8          | Z              | 1064     | TELEPROCESSING TECHNICIAN.....       | 142931731 | 14    | 649,892     | 609,892   |
| 8          | JJ             | 5277     | PLANNER II.....                      | 122681484 | 5     | 83,847      | 83,847    |
| 8          | JJ             | 5278     | PLANNER II.....                      | 14481808  | 16    | 682,053     | 682,053   |
| 8          | JJ             | 5285     | TRANSIT PLANNER II.....              | 14481808  | 3     | 136,517     | 136,517   |
| 8          | JJ             | 5301     | SUPERVISOR- TRAFFIC PAINTING PROG    | 189082297 | 1     | 59,952      | 59,952    |
| 10         |                | 5302     | TRAFFIC SURVEY TECHNICIAN.....       | 130481560 | 8     | 335,985     | 335,985   |
| 10         |                | 5303     | SUPERVISOR- TRAFFIC AND STREET SIG   | 178282166 | 2     | 107,619     | 107,619   |
| 10         |                | 5383     | MATERIALS TESTING AIDE.....          | 127581543 | 5     | 184,550     | 184,550   |
| 10         |                | 5384     | MATERIALS TESTING TECHNICIAN.....    | 136281650 | 4     | 172,240     | 172,240   |
| 10         |                | 5385     | MATERIALS TESTING TECHNICIAN.....    | 136281650 | 13    | 554,340     | 554,340   |
| 10         |                | 5312     | SURVEYOR'S FIELD ASSISTANT.....      | 139481698 | 13    | 586,139     | 586,139   |
| 10         |                | 5312     | SURVEYOR.....                        | 156581899 | 12    | 550,201     | 550,201   |
| 10         |                | 5314     | SURVEY PARTY CHIEF.....              | 180082188 | 10    | 550,201     | 550,201   |
| 10         |                | 5328     | CITY PLANNING GRAPHICS AIDE.....     | 145081766 | 2     | 91,663      | 91,663    |
| 10         |                | 5330     | CITY PLANNING GRAPHICS SUPERVISOR    | 159681936 | 2     | 141,059     | 141,059   |
| 10         |                | 5342     | MECHANICAL ENGINEERING ASSISTANT I   | 106781291 | 1     | 33,695      | 33,695    |
| 10         |                | 5344     | MECHANICAL ENGINEERING ASSISTANT I   | 133681618 | 4     | 168,913     | 168,913   |
| 10         |                | 5346     | MECHANICAL ENGINEERING ASSOCIATE I   | 145081766 | 5     | 217,163     | 217,163   |
| 10         |                | 5350     | ELECTRICAL ENGINEERING ASSISTANT I   | 106781291 | 2     | 67,261      | 67,261    |
| 10         |                | 5352     | ELECTRICAL ENGINEERING ASSISTANT I   | 134681616 | 4     | 161,470     | 161,470   |
| 10         |                | 5354     | ELECTRICAL ENGINEERING ASSOCIATE I   | 145881756 | 9     | 401,200     | 401,200   |
| 10         |                | 5360     | CIVIL ENGINEERING ASSISTANT I.....   | 106781291 | 4     | 134,782     | 134,782   |
| 10         |                | 5362     | CIVIL ENGINEERING ASSISTANT II.....  | 133681618 | 35    | 1,449,237   | 1,449,237 |
| 10         |                | 5364     | CIVIL ENGINEERING ASSOCIATE I.....   | 145081756 | 39    | 1,782,405   | 1,782,405 |
| 10         |                | 5366     | ENGINEERING ASSOCIATE II.....        | 167482033 | 20    | 1,060,482   | 1,060,482 |
| 10         |                | 5389     | STUDENT ENGINEERING TRAINEE I.....   | 116081160 | 1     | 30,276      | 30,276    |
| 10         |                | 5382     | STUDENT ENGINEERING TRAINEE III..... | 130481304 | 9     | 112,564     | 112,564   |
| 10         |                | 5604     | ASSISTANT ENERGY SPECIALIST.....     | 126181528 | 1     | 46,216      | 46,216    |
| 10         |                | 5681     | ENERGY SPECIALIST.....               | 156581899 | 1     | 47,244      | 47,244    |
| 10         |                | 6106     | SANITARY ENGINEERING TECHNICIAN..... | 147081702 | 31    | 1,439,095   | 1,439,095 |
| 10         |                | 6216     | SUPERVISING WASTEWATER CONTROL INS   | 209482533 | 1     | 66,111      | 66,111    |
| 10         |                | 6230     | STREET INSPECTOR.....                | 147081702 | 13    | 595,720     | 595,720   |
| 10         |                | 6231     | SENIOR STREET INSPECTOR.....         | 169882063 | 5     | 269,219     | 269,219   |
| 10         |                | 6232     | STREET INSPECTION SUPERVISOR.....    | 196582368 | 1     | 62,327      | 62,327    |
| 10         |                | 6262     | PLAN CHECKER (ARCHITECTURAL).....    | 179182178 | 1     | 56,045      | 56,045    |
| 10         |                | 6266     | SENIOR PLAN CHECKER.....             | 219982672 | 2     | 139,478     | 139,478   |
| 10         |                | 6318     | CONSTRUCTION INSPECTOR.....          | 189182297 | 68    | 3,822,841   | 3,822,841 |
| 10         |                | 7132     | TELECOMMUNICATIONS SUPERVISOR.....   | 236582674 | 1     | 75,011      | 75,011    |
| 10         |                | 7336     | ELECTRONIC INSTRUMENTATION TECH- M   | 214382483 | 15    | 959,774     | 959,774   |
| 10         |                | 7366     | ELECTRONIC CONTROL SYSTEM TECHNICI   | 204382483 | 47    | 239,225     | 239,225   |
| 10         |                | 1654     | PRINCIPAL ACCOUNTANT.....            | 170682074 | 47    | 2,482,638   | 2,482,638 |
| 11         |                | 1656     | HEAD ACCOUNTANT.....                 | 183582230 | 28    | 1,594,261   | 1,594,261 |
| 11         |                | 1659     | CHIEF SYSTEMS ACCOUNTANT.....        | 236282847 | 4     | 283,491     | 283,491   |
| 11         |                | 1671     | FINANCIAL SYSTEMS OPERATIONS SUPER   | 236282847 | 1     | 67,394      | 67,394    |
| 11         |                | 1684     | SUPERVISING AUDITOR.....             | 192782342 | 5     | 299,338     | 299,338   |
| 11         |                | 1824     | PRINCIPAL ADMINISTRATIVE ANALYST..   | 214582867 | 28    | 1,647,550   | 1,647,550 |
| 11         |                | 4222     | SENIOR PERSONAL PROPERTY AUDITOR..   | 155881894 | 15    | 739,935     | 739,935   |

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CITY & COUNTY OF SAN FRANCISCO  
FISCAL YEAR 1994-95

18PREP REPORT 1739.COM

RUN DATE: 16-OCT-1994 TIME: 7:18PM

POSITION CLASSIFICATION DETAIL REPORT - PHASE D  
SORTED BY JOINT COUNCIL EMPLOYEE ORGANIZATION

EMPLOYEE ORGANIZATION: LOCAL 21

| BARG. UNIT | BARG. SUB UNIT | CLASS NO | DESCRIPTION                         | RATE      | COUNT       | UNSTDZD AMT | STDZD AMT |
|------------|----------------|----------|-------------------------------------|-----------|-------------|-------------|-----------|
| 11         | P              | 5260     | PLANNER III - ADMINISTRATIVE        | 175682135 | 15          | 561,688     | 561,688   |
| 11         | P              | 5261     | PLANNER IV                          | 175682135 | 2           | 103,207     | 103,207   |
| 11         | P              | 5262     | TRANSIT PLANNER III                 | 206482533 | 9           | 515,572     | 515,572   |
| 11         | P              | 5263     | TRANSIT PLANNER IV                  | 175682135 | 7           | 332,753     | 332,753   |
| 11         | P              | 5264     | TRANSIT PLANNER III (ZONING)        | 249482533 | 8           | 493,174     | 493,174   |
| 11         | P              | 5265     | TRANSIT PLANNER IV (ZONING)         | 175682135 | 4           | 84,193      | 84,193    |
| 11         | P              | 5266     | PLANNER III - TRANSPORTATION        | 175682135 | 1           | 0           | 0         |
| 11         | P              | 5267     | PLANNER IV (ZONING)                 | 206482533 | 3           | 181,482     | 181,482   |
| 11         | P              | 5268     | PLANNER V (ZONING)                  | 249482533 | 2           | 99,167      | 99,167    |
| 11         | P              | 5269     | PLANNER III - URBAN SYSTEMS ANALYST | 249482533 | 2           | 140,220     | 140,220   |
| 11         | P              | 5270     | PLANNER IV (ZONING)                 | 175682135 | 3           | 111,446     | 111,446   |
| 11         | P              | 5271     | PLANNER III ENVIRONMENTAL REVIEW    | 206482533 | 4           | 178,555     | 178,555   |
| 11         | P              | 5272     | PLANNER IV ENVIRONMENTAL REVIEW     | 145781765 | 4           | 430,557     | 430,557   |
| 11         | P              | 5273     | HEALTH PROGRAM COORDINATOR I        | 165482014 | 10          | 883,946     | 883,946   |
| 11         | P              | 5274     | HEALTH PROGRAM COORDINATOR II       | 185382252 | 18          | 1,540,415   | 1,540,415 |
| 11         | P              | 5275     | HEALTH PROGRAM COORDINATOR III      | 185382252 | 29          | 493,264     | 493,264   |
| 11         | P              | 5276     | SENIOR HEALTH EDUCATOR              | 226482752 | 2           | 143,654     | 143,654   |
| 11         | P              | 5277     | SENIOR CRIMINALIST                  | 226482752 | 2           | 143,654     | 143,654   |
| TOTAL:     |                |          |                                     | 2,231     | 114,966,710 | 114,966,710 |           |

TOTAL: LOCAL 21



Item 8 - File 215-95-1

**Department:** Board of Supervisors

**Item:** Resolution authorizing the issuance of a permit to Food Not Bombs pursuant to the Administrative Code Section 2.74 for Food Not Bombs to conduct Feeding Services on the Hyde Street side of the United Nations Plaza on Tuesdays and Thursdays between 11:00 a.m. and 2:00 p.m.

**Description:** Food Not Bombs, a non-profit organization, that serves free food to homeless individuals in San Francisco has requested a permit from the Board of Supervisors to serve food on the Hyde Street side of the United Nations Plaza on Tuesdays and Thursdays between 11:00 a.m. and 2:00 a.m. Section 2.74 of the Administrative Code authorizes the Board of Supervisors to issue a permit to use a specific site for activities other than "activities which are recreational in nature or which are engaged in primarily for the purpose of espousing or advocating causes or ideas which activities are generally recognized as protected by the First Amendment to the U.S. Constitution." Previously, the Board of Supervisors issued a permit to the San Francisco Peninsula Baptist Association to conduct a feeding ministry in the United Nations Plaza.

In order to serve food, Food Not Bombs must (1) obtain a permit from the Board of Supervisors to use the United Nations Plaza as a site to serve food, and then (2) obtain a Permit to Operate from the Department of Public Health (DPH) to permit Food Not Bombs to serve food at the United Nations Plaza. Each permit to use a site, and each Permit to Operate are site specific and may not be transferred to another site. In September, 1989 and March, 1990, Food Not Bombs was issued a Permit to Operate by DPH, allowing them to serve food at the Civic Center Plaza and at the corner of Stanyon Street and Page Street in Golden Gate Park, two sites previously approved through a permit from the Recreation and Park Commission on January 18, 1990. The reason that the site permits were approved by the Recreation and Park Commission and not the Board of Supervisors is because both of these sites are under the jurisdiction of the Recreation and Park Department. Mr. Johnson Ojo, of the Department of Public Health, advises that the prior Permits to Operate obtained by Food Not Bombs were suspended on August 10, 1990 because (1) Food Not Bombs has been found out of compliance for not maintaining required food storage temperatures, (2) Food Not Bombs has been found out of compliance for proper food

storage procedures, and (3) Food Not Bombs has refused to allow City Health Inspectors to inspect the Food Not Bombs food serving operation on several occasions. Mr. Ojo advises that each of these actions constitutes a direct violation of the State and San Francisco Health Codes. In addition, the related two permits issued by the Recreation and Park Department allowing Food Not Bombs to use Civic Center Plaza and the corner of Stanyon Street and Page Street to serve food were revoked on July 19, 1990. Therefore, Mr. Ojo advises that Food Not Bombs does not have any current Permits to Operate, or permits to use specific sites to serve food.

Mr. Ojo stated that Food Not Bombs can obtain a current Permit to Operate from DPH for the United Nations Plaza site if they (1) submit proof to DPH of a permit authorized by the Board of Supervisors to use the United Nations Plaza as a site to serve food, and (2) submit proof to DPH that they can comply with the State and San Francisco Health Code regulations for serving food.

**Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.

Memo to Government Efficiency and Labor Committee  
February 28, 1995 Government Efficiency and Labor Committee Meeting

Item 9 - File 27-95-1

**Department:** Airport

**Item:** Ordinance approving the early relinquishment of a lease for Plot 40, and approving a new lease for use of a portion of Plot 40 and hangar facilities thereon, between American Airlines, Inc. and the Airport.

**Description:** The Airport advises that American Airlines leases approximately 52.72 acres of land and hangar facilities at the Airport commonly known as Plot 40 and Superbay Hanger respectively. American Airlines financed the construction of the Superbay Hanger through the San Francisco Airport Improvement Corporation (SFAIC). As such, SFAIC is the leaseholder of the property with American Airlines being the prime sublessee. The lease, which has one ten-year renewal option, is scheduled to expire on November 11, 1999. Under the terms of the lease, American Airlines makes ground lease payments of \$20,000 per acre, on 52.72 acres, or \$1,054,400 annually, to the Airport.

The Airport now wishes to purchase the above-noted Superbay Hanger. The Board of Supervisors recently approved the issuance of up to \$26 million in Airport Revenue Bonds for the purpose of allowing the Airport to refinance the Superbay Hanger (File 170-94-18). A second ordinance requesting the appropriation of the \$26,000,000 in Airport Revenue Bonds is pending before the Board of Supervisors Budget Committee and is scheduled to be heard at the Budget Committee meeting on March 1, 1995 (File 101-94-68).

The proposed ordinance would authorize the termination of the Airport's existing lease with American Airlines effective April 30, 1995, to coincide with the Airport's purchase of the Superbay Hanger.

Additionally, the proposed ordinance would authorize a new nine year and one month lease, effective May 1, 1995, to American Airlines for the use of a portion of the Superbay Hanger facilities, for the purpose of conducting aviation related business. The area to be leased would be comprised of approximately 127,900 square feet on the first floor of the Hanger and approximately 38,900 square feet on the upper floors of the Hanger plus 1.5 acres located on the northwest side of the Hanger. The Airport advises that the 1.5 acre area is a common area used by airlines to wash their aircraft. According to the Airport, the cost for American Airlines to

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

use this area is factored into the \$15 per square foot rental amount discussed below.

Under the terms of the new lease, American Airlines would pay the Airport \$15 per square foot for the 127,900 square feet on the first floor of the Hanger or a total of \$1,918,500 per year and \$10 per square foot for the 38,900 square feet on the upper floors of the Hanger or a total of \$389,000 per year. The total rental amount of \$2,307,500 (\$1,918,500 plus \$389,000) for the square footage on the first and upper floors of the Hanger is \$1,253,100 or approximately 119 percent more than the \$1,054,400 paid by American Airlines to the Airport under the current lease. The rental amount under the new lease would be subject to adjustments annually based on the Consumer Price Index (CPI).

**Comment:** Mr. Leo Fermin of the Airport advises that the \$2,307,500 annual rental amount represents the fair market rental for the above-noted space.

**Recommendation:** Approve the proposed ordinance.



Item 10 - File 78-95-1

1. The proposed resolution would establish the contribution to be made to the Health Service System, a Division of the Department of Human Resources, by the City and County of San Francisco, the Unified School District and the Community College District for FY 1995-96. This would authorize the Health Service Board of the City and County Employees' Health Service System to set the City's (employer) 1995-96 monthly contribution to the Health Service System Fund at \$175.09 for each eligible active employee. (The employees' contribution rates are determined after the City's contribution rate is set.)

2. The Health Service Board is required by Charter Sections 8.423 and 8.428 to survey the ten most populous counties in the State, excluding San Francisco, to determine the average amount these counties contribute toward each employee's medical care insurance (not including dental and optical care insurance). The ten surveyed counties include: (1) Los Angeles; (2) San Diego; (3) Orange; (4) Santa Clara; (5) San Bernardino; (6) Alameda; (7) Riverside; (8) Sacramento; (9) Contra Costa; and (10) Fresno. The survey indicates that the average per employee contribution of these ten counties for 1994-95 is \$175.09 per month (not including dental and optical care insurance). The City's current contribution is \$178 (\$2,136 annually). The proposed resolution would establish \$175.09 (\$2,101.08 annually) as the monthly per employee contribution to be made in 1995-96 by the City and County, the San Francisco Unified School District and the Community College District. The new rate would represent a decrease of \$2.91 per month or approximately 1.6 percent from the amount currently contributed.

3. The total estimated City and County contribution for active members during 1994-95 is \$45.3 million. Based on the current membership in the Health Service System of 21,200 active employees, the approximate total contributions for 1995-96 would be \$44.6 million, including an estimated \$28.6 million in General Fund monies. The contribution decrease authorized by this resolution would thus amount to a reduction of approximately \$725,000 in annual expenditures.

4. Pursuant to Charter Section 8.428(c), retired employees<sup>1</sup> who wish to continue to participate in the Health Service System must make monthly contributions to the Health Service System that are equal to those of active members, except for retired employees who are also covered under Medicare. The total contributions required from retired employees who are also covered under Medicare is reduced by an amount equal to the amount contributed monthly by such persons to Medicare. In connection with this latter provision, the City, the Unified School District and the Community College District must contribute funds sufficient to defray the difference in cost to the Health Service System in providing the same health coverage to retired employees as active employees. The City's contribution for retired employees in 1994-95 is estimated at \$20.0 million, including an estimated \$13.3 million in General Fund monies. The 1993-94 actual retiree cost to the City was \$21.0 million, of which \$13.7 million was General Fund. The

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<sup>1</sup> For the purposes of this report, "retired employees" include retired employees and surviving spouses of active or retired employees.

estimated City contribution to the Health Service System for retired employees in FY 1995-96 will not be established until health plan contract rates and employee contribution rates are determined by the Health Service Board, anticipated to occur in late February, 1995. It is estimated at this time that the total City contribution for retired employees will most likely decrease for FY 1995-96.

### **Comments**

1. As previously noted, the City's contribution for health care coverage in 1995-96 is equal to the average contribution of the ten other most populous counties in California for 1994-95. As a result, given that the counties used for comparison may increase or decrease their contributions in 1995-96, the City contribution may in fact be greater or less than the average actual coverage provided by those ten counties. However, because the Health Service System is required by the Charter to collect the comparative data before January of each year, the System is not able to set its 1995-96 rates based on the actual 1995-96 rates of other jurisdictions.

2. The Health Service System indicates that the ten surveyed counties contributed an average of \$282.43 per month for an employee and one dependent and \$351.26 per month for an employee and two or more dependents. The City presently contributes toward dependent health coverage for most employees.

### **Recommendation**

Approve the proposed resolution.



Item 11 - File 47-95-1

- Department:** Department of Parking and Traffic (DPT)
- Item:** Resolution approving a first amendment to the St. Mary's Garage Management Contract.
- Description:** The proposed resolution would approve a first amendment to the City's Management Contract with Five Star Parking Company for management of the St. Mary's Garage. The current Management Contract specifies that Five Star Parking Company will make daily deposits of gross receipts of garage revenue into a City revenue account. The amendment to the Management Contract would specify instead that Five Star Parking Company make deposits twice a month, on the 1st and the 15th of the month, or on the next business day if those dates fall on bank holidays.
- Under the first amendment to the Management Contract, Five Star Parking Company would still be required to enter daily reports of gross receipts on a form approved by the Controller. All other provisions of the Management Contract are unchanged.
- Comments:**
1. Previously, most garage operators were required to make monthly deposits of gross revenues to the City. A requirement for daily deposits has been tested at three City-owned garages; St. Mary's, Polk-Bush and Vallejo, for periods ranging up to 18 months. Based on these test periods, the Department of Parking and Traffic and the Real Estate Department have evaluated the daily deposit arrangement and concluded that daily deposits do not benefit the City significantly, and that semi-monthly deposits are preferable because; a) the increased staff hours at the Real Estate Department and the Treasurer's Office which are required to process daily deposits are more costly than the interest which may be earned on daily deposits, particularly for garages with lower gross revenues, and, b) interest earned on the "float" period between deposits, and the cost of submitting reports on a daily basis or on some other period basis are already factored by operators into the bids submitted to the City for garage Management Contracts. In other words, the City does not, in fact, increase its revenues by requiring daily deposits from operators, who simply increase their bids to account for this requirement. According to the Real Estate Department, semi-monthly deposits would not require additional City staff time for processing, but would allow the City to control the interest which is earned on garage revenues more effectively than under either the earlier

monthly deposit requirement, or the daily deposit requirement.

2. Gross parking revenue receipts at the St. Mary's Garage were \$3,488,734 in FY 1993-94, including Parking Revenues of \$2,790,987, and Parking Taxes paid to the City of \$697,747. The net revenue received from the St. Mary's Garage is allocated between the Recreation and Park Department, which receives 58 percent, and the Parking Revenue Fund, which receives 42 percent.

3. Five Star Parking was paid a fee by the City under the Management Contract for operating the St. Mary's Garage of \$858,116 in FY 1993-94, based on 30.7 percent of Parking Revenues as specified in the Management Contract. From this fee, the Five Star Parking pays all operating costs of the garage, including personnel.

**Recommendation:** Approve the proposed resolution.

Item 12 - File 47-95-3

- Department:** Department of Parking and Traffic (DPT)
- Item:** Resolution approving a first amendment to the Vallejo Street Garage Management Contract.
- Description:** The proposed resolution would approve a first amendment to the City's Management Contract with City Parking Company for management of the Vallejo Street Garage. The current Management Contract specifies that the City Parking Company will make daily deposits of gross receipts of garage revenue into a City revenue account. The amendment to the Management Contract would specify instead that City Parking Company make deposits twice a month, on the 1st and the 15th of the month, or on the next business day if those dates fall on bank holidays.
- Under the first amendment to the Management Contract, City Parking Company would still be required to enter daily reports of gross receipts on a form approved by the Controller. All other provisions of the Management Contract are unchanged.
- Comments:**
1. Previously, most garage operators were required to make monthly deposits of gross revenues to the City. A requirement for daily deposits has been tested at three City-owned garages; St. Mary's, Polk-Bush and Vallejo, for periods ranging up to 18 months. Based on these test periods, the Department of Parking and Traffic and the Real Estate Department have evaluated the daily deposit arrangement and concluded that daily deposits do not benefit the City significantly, and that semi-monthly deposits are preferable because; a) the increased staff hours at the Real Estate Department and the Treasurer's Office which are required to process daily deposits are more costly than the interest which may be earned on daily deposits, particularly for garages with lower gross revenues, and, b) interest earned on the "float" period between deposits, and the cost of submitting reports on a daily basis or on some other period basis are already factored by operators into the bids submitted to the City for garage Management Contracts. In other words, the City does not, in fact, increase its revenues by requiring daily deposits from operators, who simply increase their bids to account for this requirement. According to the Real Estate Department, semi-monthly deposits would not require additional City staff time for processing, but would allow the City to control the interest which is earned on garage revenues more

effectively than under either the earlier monthly deposit requirement, or the daily deposit requirement.

2. Gross receipts at the Vallejo Street Garage were \$826,666 in FY 1993-94, including Parking Revenues of \$661,333, and Parking Taxes paid to the City of \$165,333.

3. The City Parking Company was paid a fee by the City under the Management Contract for operating the Vallejo Street Garage of \$212,661 in FY 1993-94, based on 32 percent of Parking Revenues, as specified in the Management Contract. From this fee, the City Parking Company pays all operating costs of the garage, including personnel.

**Recommendation:** Approve the proposed resolution.

Item 13 - File 47-95-4

- Department:** Department of Parking and Traffic (DPT)
- Item:** Resolution approving a first amendment to the Polk-Bush Garage Management Contract.
- Description:** The proposed resolution would approve a first amendment to the City's Management Contract with City Parking Company for management of the Polk-Bush Garage. The current Management Contract specifies that City Parking will make daily deposits of gross receipts of garage revenue into a City revenue account. The amendment to the Management Contract would specify instead that City Parking Company make deposits twice a month, on the 1st and the 15th of the month, or on the next business day if those dates fall on bank holidays.
- Under the first amendment to the Management Contract, City Parking Company would still be required to enter daily reports of gross receipts on a form approved by the Controller. All other provisions of the Management Contract are unchanged.
- Comments:** 1. Previously, most garage operators were required to make monthly deposits of gross revenues to the City. A requirement for daily deposits has been tested at three City-owned garages; St. Mary's, Polk-Bush and Vallejo for periods ranging up to 18 months. Based on these test periods, the Department of Parking and Traffic and the Real Estate Department have evaluated the daily deposit arrangement and concluded that daily deposits do not benefit the City significantly, and that semi-monthly deposits are preferable because; a) the increased staff hours at the Real Estate Department and the Treasurer's Office which are required to process daily deposits are more costly than the interest which may be earned on daily deposits, particularly for garages with lower gross revenues, and, b) interest earned on the "float" period between deposits, and the cost of submitting reports on a daily basis or on some other period basis are already factored by operators into the bids submitted to the City for garage Management Contracts. In other words, the City does not, in fact, increase its revenues by requiring daily deposits from operators, who simply increase their bids to account for this requirement. According to the Real Estate Department, semi-monthly deposits would not require additional City staff time for processing, but would allow the City to control the interest which is earned on garage revenues more effectively than under either the earlier



monthly deposit requirement, or the daily deposit requirement.

2. Gross receipts at the Polk-Bush Garage were \$172,617 in FY 1993-94, including parking revenues of \$138,094, and Parking Taxes paid to the City of \$34,523. This garage did not produce a net positive revenue for the City in FY 1993-94, and is projected by DPT to break even in FY 1994-95.

3. The City Parking Company was paid a fee by the City under the Management Contract for operating the Polk-Bush garage of \$156,946 in FY 1993-94, based on a flat fee specified in the Contract. From this fee, the City Parking Company pays all operating costs of the garage, including personnel costs.

**Recommendation:** Approve the proposed resolution.



Memo to Government Efficiency and Labor Committee  
February 28, 1995 Government Efficiency and Labor Committee Meeting

Item 14 - File 65-95-1

**Department:** Port Commission

**Item:** Ordinance approving a new lease between H & N Fish Company and the City and County of San Francisco operating by and through the San Francisco Port Commission for fish processing and wholesaling at Pier 45, at the foot of Taylor Street.

**Location:** Pier 45, at the foot of Taylor Street

**Purpose of Lease:** Fish processing and wholesale business

**Lessor:** City and County of San Francisco

**Lessee:** H & N Fish Company

**No. of Sq. Ft. and**

**Revenue Per Month:** The lease provides 15,548 square feet of shed space in Shed D on Pier 45 and 3,944 square feet of adjacent apron space, as follows:

|             | No. of<br><u>Square Feet</u> | Revenue Per<br><u>Square Foot</u> | Monthly<br>Rent Paid<br><u>to the Port</u> |
|-------------|------------------------------|-----------------------------------|--|
| Shed D      | 15,548                       | \$0.45                            | \$7,152                                    |
| Apron space | <u>3,944</u>                 | 0.15                              | <u>592</u>                                 |
| Total       | 19,492                       |                                   | \$7,744                                    |

**Annual Revenue:** \$92,928, plus annual Consumer Price Index (CPI) adjustments after the first year

**Term of Lease:** The proposed lease would commence seven days after notification to the lessee of the substantial completion of landlord improvements at Pier 45, currently scheduled for May 1, 1995, and would expire ten years later, or on approximately April 30, 2005.

**Right of Renewal:** None

**Description:** Sheds B and D, located on Pier 45, constitute a portion of the Fisherman's Wharf Seafood Center. These sheds, which were formerly used by several fish processing firms, were closed in 1989 following the Loma Prieta earthquake. However, Sheds B and D are now undergoing construction in order to repair the earthquake damage and to restore the fish processing facilities, and are scheduled to be completed by May of 1995.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

The Port Commission recently approved five leases for space at the Fisherman's Wharf Seafood Center to five separate fish processing and wholesale enterprises. The five leases all include the following terms:

- Monthly rental rates per square foot of \$0.45 for shed space and \$0.15 for apron space;
- Lease terms of ten years to allow for the amortization of tenant improvements, which are to be paid for in full by the lessees; and
- Six months of free rent upon commencement of the leases, in order to (a) provide a partial credit to the lessees towards the cost of their tenant improvements and (b) provide them with sufficient time to complete the improvements prior to opening their businesses.

Section 7.402-1 of the City's Charter requires Board of Supervisors approval of leases of real property entered into by a board, department or commission for a period of time in excess of ten years or having anticipated revenue to the City of \$1 million or more. Four of the five leases noted above are expected to generate revenues to the City, during their ten-year lease terms, of less than \$1 million. As such, in accordance with Section 7.402-1 of the Charter, since these four leases do not exceed ten years and generate revenues of less than \$1 million each, they do not require Board of Supervisors approval. While the proposed lease with H & N Fish Company also does not exceed ten years, it is estimated that this lease could generate revenues to the City in excess of \$1 million, as reflected in the table below. As such, this lease requires approval by the Board of Supervisors.

|          | <u>Annual Rent,<br/>including 2%<br/>CPI Increase</u> | <u>Annual Rent,<br/>including 3%<br/>CPI Increase</u> | <u>Annual Rent,<br/>including 4%<br/>CPI Increase</u> |
|----------|---|---|---|
| Year 1*  | \$46,464  | \$46,464  | \$46,464  |
| Year 2** | 94,787  | 95,716  | 96,645  |
| Year 3   | 96,682  | 98,587  | 100,511   |

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\* As previously noted, the lessee would receive six months of free rent during the first year of the proposed lease. Thus, the total rent payable to the Port during the first year would be \$46,464 (\$7,744 per month x 6 months). Also, the rent during Year 1 does not include a CPI adjustment.

\*\* These figures are based on the full first year base rent of \$92,928 (\$7,744 per month x 12 months), plus the CPI adjustment.

Memo to Government Efficiency and Labor Committee  
February 28, 1995 Government Efficiency and Labor Committee Meeting

|         | <u>Annual Rent,<br/>including 2%<br/>CPI Increase</u> | <u>Annual Rent,<br/>including 3%<br/>CPI Increase</u> | <u>Annual Rent,<br/>including 4%<br/>CPI Increase</u> |
|---------|---|---|---|
| Year 4  | \$98,616  | \$101,545   | \$104,531   |
| Year 5  | 100,588   | 104,591   | 108,713   |
| Year 6  | 102,600   | 107,729   | 113,061   |
| Year 7  | 104,652   | 110,961   | 117,584   |
| Year 8  | 106,745   | 114,290   | 122,287   |
| Year 9  | 108,880   | 117,718   | 127,178   |
| Year 10 | <u>111,058</u>  | <u>121,250</u>  | <u>132,266</u>  |
| Total   | \$971,072   | \$1,018,851   | \$1,069,240   |

**Comments:**

1. The terms of the proposed lease conform with the recommendations made by Sedway & Associates, an outside consultant for the Port. Sedway & Associates performed a market study in order to determine the appropriate market rents and lease terms for space at the Fisherman's Wharf Seafood Center. According to Mr. Kirk Bennett of the Port, the proposed rental rates payable to the Port reflect the fair market value of this property for this type of tenancy.

2. The tenant improvements to be completed by the lessee, H & N Fish Company, under the proposed lease consist of the installation of additional drains, walls, restroom facilities, coolers and other special equipment for fish processing. According to Mr. Bennett, H & N Fish Company estimates that it will spend at least \$500,000 for such improvements. As previously noted, H & N Fish Company would receive credit towards the cost of these improvements from the Port in the form of six months of free rent, or \$46,464 (\$7,744 x 6 months). Thus the net cost to H & N Fish Company for the tenant improvements would be at least \$453,536 (\$500,000 less \$46,464).

**Recommendation:** Approve the proposed ordinance.



Item 15 - File 30-95-3

- Department:** Department of Public Health, (DPH),  
Community Substance Abuse Services (CSAS)
- Item:** Resolution recommending the licensure by the State of the Chemical Awareness and Treatment Services, Inc., a non-profit organization, to provide 30-month multiple offense/driving under the influence, chemical dependency and poly-drug abuse treatment services in the City.
- Description:** On January 1, 1987, the State Legislature approved Senate Bill 1365 allowing substance abuse treatment providers in California to establish new 30-month driving-under-the-influence (DUI), chemical dependency and poly-drug abuse education and treatment services for persons convicted of a vehicular misdemeanor offense with three or more separate convictions within seven years. According to Mr. Larry Meredith, Ph.D., the Director of CSAS, no DUI programs in Northern California have elected to establish a 30-month DUI program, except for the Chemical Awareness and Treatment Services, Inc. (CATS). Dr. Meredith advises that other agencies providing DUI program services have declined to establish a new 30-month DUI program because the agencies believe they can not generate enough revenues to cover program costs. The 30-month program must be 100% self-supporting through client fees, and the programs must remit 5% of client revenues to the County's substance abuse administration to cover administrative costs. In San Francisco, the County's substance abuse administration is DPH's Division of Community Substance Abuse Services.
- The 30-month programs function in the same manner as current first and multiple offense DUI programs operating in the State, in that the program must be licensed by the State following recommendations by the local advisory board and the Board of Supervisors. In San Francisco, the local advisory board is called the City-Wide Alcoholism Advisory Board (CAAB). The proposed resolution would provide that the Board of Supervisors recommends that the CATS 30-month DUI program be licensed by the State for operations in San Francisco. Ms. Deborah Dupire, the Chairperson of the Public Affairs Committee of CAAB, advises that CAAB recommends the CATS 30-month DUI program be granted a license by the State (see attached letter).
- In California, the Courts may place individuals who have been convicted of three or more DUI vehicular misdemeanor offenses, following a mandatory jail sentence, into a 30-



month treatment program as a condition of the individual's probation. The individuals are referred from the Court to an Adult Probation Officer, and then to a treatment program. Mr. Jeff Morey, the Director of the CATS 18-month DUI program advises that since there are currently no 30-month programs in Northern California, these individuals are placed into 18-month programs. Mr. Morey advises that research indicates that due to the severity of the alcohol abuse of these individuals, these individuals often require lengthier treatment periods than 18 months to prevent relapse.

CATS has been providing an 18-month DUI program since 1989. The proposed resolution would recommend that the State approve a license for CATS to operate a 30-month DUI program. Such a program is estimated to result in serving 120 clients each year. The fee per client for the entire 30-month duration of the program is \$2,975. CATS estimates that annually, the program will generate \$132,441 in fees from the estimated 120 clients. Of the estimated 120 clients, six clients (5%) will not pay any fees due to an inability to pay, 18 clients (15%) will not complete a twelve-month period, and therefore will only pay a portion of the fees, generating an estimated total of \$18,201 in client fees, or \$1,011 each, and 96 clients (80%) will complete the twelve-month period, and will pay an estimated total of \$114,240 in client fees, or \$1,190 each. Of the total of \$132,441 per year, five percent or \$6,622 will be paid to Community Substance Abuse Services for administrative costs.

**Recommendation:** Approval of the proposed resolution which recommends that the State approve a license for CATS to operate a 30-month DUI program in San Francisco is a policy matter for the Board of Supervisors.





# DRUG ABUSE ADVISORY BOARD

## CITY-WIDE ALCOHOLISM ADVISORY BOARD

80 HOWARD STREET  
4TH FLOOR  
SAN FRANCISCO, CA 94105

415-235-3321  
FAX 235-3329  
TDD 235-3745

**Drug Abuse  
Advisory Board**  
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**City-Wide Alcoholism  
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Deborah D. Dupire  
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Jude Davis Mills  
Robert L. Nelson, Jr.  
William Remstetter  
Robert Strand  
Lynae Torres  
Otis Turner  
Philip Zamora

Executive Officer  
Eric Brizoe

September 7, 1994

Jeff Morey  
Director  
Counseling Services for Drinking Drivers  
1446 Market Street  
San Francisco, CA 94102

Dear Mr. Morey:

The City-Wide Alcoholism Advisory Board for the City and County of San Francisco (CAAB), acting through its duly designated Public Affairs Committee, hereby endorses the Counseling Services for Drinking Drivers (CSDD) proposal for a 30 month drinking driver education program.

We understand that CSDD has studied the rehabilitation results of driving-under-the-influence (DUI) offenders with 3 or more offenses who have come through the 18-month treatment program currently being operated by CSDD. The findings underscore a need to enroll such offenders in a more intensive program.

The CAAB Public Affairs Committee studied the CSDD proposal and finds that it would meet this need, and that it exceeds relevant requirements for such programs.

The 18-month CSDD multiple offender program has been found by us, in the course of our regular program review, to be a solid one that meets legitimate needs. We recommend, without reservation, that your proposal for a 30-month DUI program be accepted in its present form by the State of California.

Sincerely,

*Deborah D. Dupire*

Deborah D. Dupire,  
Chairperson  
Public Affairs Committee  
City-Wide Alcoholism Advisory Board



Item 16 - File 172-95-1

**Department:** Department of Public Health (DPH)  
San Francisco General Hospital (SFGH)

**Item:** Resolution approving a contract between Department of Public Health and Richmond Area Multi-Services, Inc. (RAMS), to provide partial hospitalization program services.

**Amount:** Maximum of \$1,182,480

**Source of Funds:** Medicare and Private Insurance Revenue

**Term of Contract:** February 1, 1995 through January 31, 1996 (See Comment)

**Description:** San Francisco General Hospital (SFGH) and Richmond Area Multi-Services (RAMS) have been providing partial hospitalization services to chronically mentally ill patients since July 1, 1994 under a contract approved by the Health Commission in May of 1994.<sup>1</sup> This contract expired on January 31, 1995. The proposed resolution would approve a new contract between SFGH and RAMS in order to allow SFGH to continue providing partial hospitalization services.

The major provisions of this agreement are as follows:

SFGH Responsibilities

- Central administration of the program through the Department of Psychiatry, including (a) the devotion of one 0.75 FTE Medical Director to the program, and (b) billing, medical record and other services.
- Collaboration with RAMS in the development of the clinical program.
- Provision of Utilization Review and Quality Improvement Programs, technical assistance, and creation and implementation of a Risk Management Program.
- Application for and receipt of Medicare certification for the partial hospitalization program.
- Performance of all billing and revenue functions.

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<sup>1</sup> This contract did not require Board of Supervisors approval because it involved less than \$1 million in costs to the City. However, Medicare revenues were appropriated by the Board of Supervisors for partial hospitalization services in the FY 1994-95 budget.

RAMS Responsibilities

- Provision of clinical staff and space for the program and development of a marketing program.
- Collaboration with SFGH in the development of the clinical program.
- Adherence to the Utilization Review system to ensure on-going compliance with reimbursement regulations.
- Procurement and maintenance of insurance.

Compensation

The maximum dollar obligation of the City would not exceed \$1,182,480 annually, all of which would originate from Medicare and private insurance revenue.

Method of Payment

- Reimbursement to RAMS would be on a fee-per-service basis after the service has been rendered, in accordance with the following rate schedule:

| <u>Service</u>           | <u>Per Consumer</u> |                      |
|--------------------------|---------------------|----------------------|
|                          | <u>Frequency</u>    | <u>Reimbursement</u> |
| Group Psychotherapy      | 3 per day           | \$38                 |
| Activity Therapy Group   | 1 per day           | 28                   |
| Individual Psychotherapy | 3 per week          | 22                   |
| Family Therapy           | 2 per month         | 69                   |
| Psychological Assessment | 1                   | 90                   |
| Nursing Assessment       | 1                   | 90                   |
| Functional Assessment    | 1                   | 90                   |

- RAMS would provide SFGH with monthly invoices. Upon receiving an invoice, SFGH would bill Medicare or the private insurance company and reimburse RAMS on a monthly basis.

Estimated Number of Service Units

- The total number of unduplicated customers to be served would be approximately 120.
- An estimated total of 33,240 units of service would be provided.

Indemnity

RAMS would keep, defend, indemnify and hold harmless the City from any and all claims and liabilities for damages.

Memo to Government Efficiency and Labor Committee  
February 28, 1995 Government Efficiency and Labor Committee Meeting

Equal Employment Opportunity

RAMS would agree to comply fully with the City's MBE/WBE ordinance when utilizing subcontractors or consultants.

**Comment:**

According to Ms. Ellen Busteed of SFGH's Department of Psychiatry, SFGH has continued to provide partial hospitalization services since the prior contract with RAMS expired on January 31, 1995. As such, the proposed resolution should be amended to provide for retroactivity to February 1, 1995.

- Recommendation:**
1. Amend the proposed resolution by providing for retroactivity.
  2. Approval of the proposed resolution, as amended, is a policy matter for the Board of Supervisors.





Item 17 - File 172-95-2

- Department:** Department of Public Health (DPH)  
Division of Mental Health, Substance Abuse and Forensics
- Item:** Resolution approving the San Francisco City and County Performance Contract for FY 1994-95.
- Description:** State Assembly Bill 1288 established the annual County Performance Contract as the basis for State allocations for County mental health services. The Performance Contract must be approved by the Board of Supervisors prior to its submission to the State. The proposed resolution would provide approval of the San Francisco City and County Performance Contract for mental health services provided during FY 1994-95 (see Comment 1 below).
- The DPH reports that this Performance Contract, which the proposed resolution would adopt, requires general assurance regarding maintenance of effort, a series of administrative assurances regarding County compliance with Federal and State regulations, a commitment to continue supplying selected client and cost information, compliance with basic service delivery principles and submissions of documents supporting various State regulations.
- Comments:**
1. For FY 1994-95, the Division of Mental Health, Substance Abuse and Forensics has approximately \$41.6 million in State realignment funds from the State Department of Mental Health included in its budget. In FY 1995-96, the Division of Mental Health, Substance Abuse and Forensics anticipates receiving approximately the same amount of \$41.6 million in State realignment funds.
  2. The DPH reports that because of delays with the State in receiving the contract document and extensive negotiations regarding State hospital rates and the final State allocation, the DPH is just now requesting that the Board of Supervisors authorize the subject Performance Contract for services which are currently being provided during FY 1994-95. This Performance Contract is consistent with the FY 1994-95 budget as approved by the Board of Supervisors.
- Recommendation:** Approve the proposed resolution.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**



Item 18 - File 64-95-1

**Department:** Real Estate Department  
Chief Administrative Officer

**Item:** Resolution authorizing a lease located in the vicinity of Turk Street and Gough Street for the Chief Administrative Officer.

**Location:** Turk Street and Gough Street.

**Purpose of Lease:** To be used as a construction staging area during the construction of the 911 Dispatch Center.

**Lessor:** State of California, Department of Transportation (CalTrans)

**Lessee:** City and County of San Francisco

**No. of Sq. Ft. and Cost Per Month:** Approximately 7,000 square feet at 25¢ per square foot or \$1,750 per month.

**Annual Cost:** \$21,000

**Term of Lease:** Retroactive to January 1, 1995 to December 31, 1996 (Two Years)

**Utilities and Janitor Provided by Lessor:** No

**Source of Funds:** Monthly proceeds to City from one year sublease by the San Francisco Redevelopment Agency (January 1, 1995 to December 31, 1995).  
  
Emergency Response Fund (generated from the 911 Emergency Response Fees of \$0.50 per month per telephone subscriber) (January 1, 1996 to December 31, 1996).

**Comments:** 1. According to Ms. Claudine Venegas of the Real Estate Department, the proposed resolution would authorize the City to lease property between Turk Street and Gough Street from CalTrans for use as a construction staging area during the construction of the 911 Dispatch Center. A condition of the lease for this property was that the City would enter into the lease on January 1, 1995. However, Ms. Venegas advises that the construction of the 911 Dispatch Center would not begin until January 1, 1996. As such, the San Francisco Redevelopment Agency, which had

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

been leasing the property from CalTrans, would sublease this property from the City as a parking lot for \$1,750 per month until the construction of the 911 Dispatch Center begins on January 1, 1996, at which time the City would use the subject property as the 911 Dispatch Center construction staging area. Ms. Venegas advises that if the proposed resolution is approved, the City would enter into a retroactive sublease agreement with the San Francisco Redevelopment Agency for a twelve month period retroactive to January 1, 1995 through December 31, 1995.

Ms. Venegas advises that the Redevelopment Agency has prepaid two months rent to CalTrans for January and February in the amount of \$3,500. Ms. Venegas states that CalTrans will accept the San Francisco Redevelopment Agency payment in lieu of a direct payment from the City for the two months of January and February. The San Francisco Redevelopment Agency has also prepaid \$7,000 to the Real Estate Department for the City's rental payments for the remaining four months (March through June) of Fiscal Year 1994-95.

2. Ms. Venegas reports that the proposed rent payable by the City to CalTrans represents the fair market value for the property.

3. As noted above, the City entered into the lease with CalTrans on January 1, 1995. Therefore the proposed lease would be retroactive to January 1, 1995. As such, the proposed resolution should be amended to provide for ratification of action previously taken.

**Recommendation:** Amend the proposed resolution to provide for ratification of action previously taken and approve the proposed resolution, as amended.

Item 19 - File 97-95-3

**Item:** Ordinance amending the City's Administrative Code Sections 16.501, 16.502, 16.503, 16.505, 16.508, 16.509 and 16.515 and adding Sections 16.510-1 through 16.510-6, related to campaign finance reform.

**Description:** Under the proposed ordinance, Article XIIA of the City's Administrative Code would be entitled the San Francisco Campaign Finance Reform Ordinance.

Under the proposed ordinance, all expenditures by a candidate or committee for the City elective office must be made from a campaign contribution trust account, and the account's information must be filed with the Registrar of Voters.

All candidates would be required either to comply with new, lower limits on individual campaign contributions, or to adopt specified overall campaign expenditure ceilings and comply with higher limits on individual campaign contributions, as detailed below.

For candidates who do not choose to adopt the overall campaign expenditure ceilings, no person, other than the candidate, would be able to make a total campaign contribution per election, including contributions to political committees supporting or opposing that candidate, of more than \$100. The current limit per election is \$500.

For candidates who adopt the expenditure ceilings, no person, other than the candidate, would be able to make a total campaign contribution per election of more than \$500. The current ordinance does not address this issue.

In the municipal run-off election, for candidates who do not choose to adopt the expenditure ceilings, no person, other than the candidate, would be able to make a total campaign contribution of more than \$50. The current limit is \$250. For candidates who adopt the expenditure ceilings, no person, other than the candidate, would be able to make a total campaign contribution in the municipal run-off election of more than \$250.

Any candidate who receives a contribution greater than the amounts specified in the proposed ordinance would be required to pay promptly from their available campaign funds the amount of the contribution in excess of the amount



permitted to the City Treasurer, for deposit in the General Fund.

All contractors with the City and County of San Francisco would be prohibited from making contributions to the City elective office or board that is responsible for approval of their contract.

All candidates who adopt the campaign expenditure ceilings, must first file a statement with the Registrar of Voters indicating acceptance of the expenditure ceiling. Once filed, this statement may not be withdrawn. The candidates who file these statements would then be permitted to use the higher campaign contribution limit amounts noted above. The Registrar of Voters would indicate in the Voter Information Pamphlet whether each candidate adopted the voluntary expenditure ceiling.

The amount of the expenditure ceilings for each elective office would be as follows:

| <u>Elective Office</u>     | <u>Type of Election</u> | <u>Expenditure Ceiling</u> |
|----------------------------|-------------------------|----------------------------|
| Assessor                   | Primary                 | \$250,000                  |
| Assessor                   | General                 | 75,000                     |
| Public Defender            | Primary                 | 250,000                    |
| Public Defender            | General                 | 75,000                     |
| Mayor                      | General                 | 800,000                    |
| Mayor                      | Run-off                 | 200,000                    |
| City Attorney              | General                 | 250,000                    |
| City Attorney              | Run-off                 | 75,000                     |
| District Attorney          | General                 | 250,000                    |
| District Attorney          | Run-off                 | 75,000                     |
| Treasurer                  | General                 | 250,000                    |
| Treasurer                  | Run-off                 | 75,000                     |
| Sheriff                    | General                 | 250,000                    |
| Sheriff                    | Run-off                 | 75,000                     |
| Board of Supervisors       | General                 | 250,000                    |
| Unified School District    | General                 | 250,000                    |
| Community College District | General                 | 250,000                    |

The City's Ethics Commission would be authorized to annually adjust these expenditure ceilings based on the California Consumer Price Index.

If a candidate declines to accept the expenditure ceilings and receives contributions or makes qualified campaign expenditures in excess of 50 percent of the applicable expenditure ceiling, or if an independent expenditure



committee spends more than ten percent of the applicable expenditure ceiling, the applicable expenditure ceiling shall no longer be binding on any candidate seeking election to the same office. The candidate would be responsible for contacting the Registrar of Voters in writing within 24 hours after exceeding 50 percent of the expenditure ceiling (or 10 percent of the ceiling, in the case of an independent expenditure committee). The Registrar of Voters would be responsible for informing all the other candidates for that office within 24 hours that the campaign ceiling was no longer applicable.

Any independent expenditure committee that spends more than five percent of the applicable expenditure ceiling would be required to file a statement with the Registrar of Voters. For each additional one percent of the applicable expenditure ceiling, that committee would be required to file a supplemental statement with the Registrar of Voters.

Any mass mailing, slate mailing or other campaign materials which support or oppose any candidate for City elective office must state that a) the mailing is not authorized or approved by any candidate for City and County office or by any election official; b) identify the name, committee identification number and address of the person or group which paid for the mailing; and c) include the total cost of the mailing.

**Comments:**

1. The proposed ordinance also includes new definitions for specific terms such as election, City Elective Office, Election Cycle and Qualified Campaign Expenditure.

2. Currently, the City's Administrative Code Article XIIA, is entitled Municipal Election Campaign Contribution Control. Currently, the purpose of this Article is to place realistic and enforceable limits on the amount individuals may contribute to political campaigns in municipal elections and to provide full and fair enforcement of this Articles' provisions. In addition to this purpose, the following seven purposes would be added under the proposed ordinance:

- To ensure that all individuals and interest groups have an opportunity to participate in elective and governmental processes;
- To create an incentive to limit overall expenditures in campaigns, thus reducing the pressure to raise large campaign war chests beyond an amount necessary to communicate reasonably with voters;

- To reduce the advantage of incumbents and thus encourage competition for elective office;
- To allow candidates and officeholders to spend a smaller proportion of their time on fundraising and a greater proportion of their time dealing with issues of importance to their constituents community;
- To ensure that serious candidates are able to raise enough money to communicate their views and positions adequately to the public, thereby promoting public discussion of the important issues involved in political campaigns;
- To limit contributions to eliminate or reduce the appearance or reality that large contributors may exert undue influence over elected officials; and
- To help restore public trust in governmental and electoral institutions.

3. The proposed ordinance would change the penalty provisions for knowingly violating provisions of the Campaign Finance Reform Ordinance. Article XIII A of the City's Administrative Code currently provides penalties only for failure to report contributions; the proposed ordinance would extend penalties to also cover failure to report expenditures. Article XIII A currently states that the penalty for knowing failure to report contributions is a fine of not less than \$500 or three times the amount not reported or the amount received in excess of the allowable contribution, whichever is greater. The proposed ordinance would add another factor to take into account violations of the expenditure ceilings: three times the amount expended in excess of the amount allowable under the expenditure ceilings. The penalty would be the greater of all of these factors.

4. Implementation of the proposed ordinance would involve the Registrar of Voters and the City's Ethics Commission, which was established pursuant to voter approval of Proposition K in November of 1993. Ms. Naomi Nishioka of the Office of the Registrar of Voters advises that the responsibilities and estimated implementation costs would be divided between the two agencies as follows:

Registrar of Voters: Expects to handle initial development of reporting forms and informational letters, as well as processing of expenditure data and answering questions from the public for November, 1995 election, because Ethics Commission is not yet staffed. On an on-going basis, the Registrar would receive the initial report forms to be filed when a candidate files intent to run for public office, transmit copies to the Ethics Commission, answer questions from the public (though most would eventually be directed to the Ethics Commission), and print a notice in the Voter Information Pamphlet informing voters of whether a candidate has adopted the voluntary expenditure ceiling. Ms. Nishioka estimates that the Registrar of Voters would incur total costs of approximately \$6,300 for the November election, and \$1,875 for all future elections, to administer their responsibilities under the proposed ordinance.

Ethics Commission: Ms. Nishioka advised that the Ethics Commission would need to spend approximately 30 hours per election tracking expenditures, and an estimated average two hours per week, on a year-round basis, answering questions from the public. The Ethics Commission would also incur mailing costs to notify candidates if expenditure ceilings are lifted. Start-up costs would include the purchase of computer software for tracking expenditures, and staff time to develop forms for reporting by independent expenditure committees. Based on Ms. Nishioka's time estimates, Ethics Commission costs for implementing the proposed ordinance would range from approximately \$4,415 to \$5,940 per election, depending upon the salary level of the staff to be approved for the Ethics Commission.

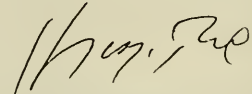
In summary, the Registrar of Voters (which is the only City agency that has prior experience in administering provisions similar to those in the proposed ordinance) estimates that the total cost to the City of implementing the proposed ordinance would be approximately \$6,290 to \$7,815 per election. The November, 1995 election would involve higher costs of \$10,715 to \$12,240 because of staff time needed to develop forms and respond to a high anticipated volume of inquiries from the public.

5. The Budget Analyst notes that the estimated costs are based upon the experience of the Registrar of Voters in administering provisions of Article XIIa of the City's Administrative Code. If the Ethics Commission provides staff to actively audit or verify expenditure submissions,

Memo to Government Efficiency and Labor Committee  
February 28, 1995 Government Efficiency and Labor Committee Meeting

(which is not currently done by the Registrar of Voters), staff costs to perform this function would be incurred.

**Recommendation:** Approval of the proposed ordinance is a policy matter for the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Hallinan  
Supervisor Ammiano  
Supervisor Teng  
President Shelley  
Supervisor Kaufman  
Supervisor Migden  
Supervisor Alioto  
Supervisor Bierman  
Supervisor Hsieh  
Supervisor Kennedy  
Supervisor Leal  
Clerk of the Board  
Chief Administrative Officer  
Controller  
Teresa Serata  
Robert Oakes  
Ted Lakey

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

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CALENDAR - *Adm. Serv.*

REGULAR MEETING  
GOVERNMENT EFFICIENCY AND LABOR COMMITTEE  
BOARD OF SUPERVISORS  
CITY AND COUNTY OF SAN FRANCISCO

DOCUMENTS DEPT.

MAR 7 1995

TUESDAY, FEBRUARY 28, 1995 - 1:00 P.M.

Interim City Hall  
401 Van Ness Ave., Room 410

SAN FRANCISCO  
PUBLIC LIBRARY

PRESENT: Supervisors Terence Hallinan, Tom Ammiano, Mabel Teng

CLERK: Gail Johnson

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine, and will be acted upon by a single roll call vote. There will be no separate discussion of these items unless a member of the Committee or the public so requests, in which event the matter shall be removed and considered as a separate item.
  - (a) File 61-95-1. [Contract Award Extension, Water Dept. WD-2173] Resolution granting extension of time for award for San Francisco Water Department Contract WD-2173, Harry W. Tracy Water Treatment Plant - Slope Stabilization. (Public Utilities Commission)
  - (b) File 172-95-4. [Tolling Agreement, Escobar Litigation] Resolution authorizing City Attorney to enter into an agreement with the County of Sonoma to toll the statute of limitations on any cross-complaints that either the City and County of San Francisco or the County of Sonoma may have in litigation brought against them both by Elia Escobar and Irma Vargas. (Superior Court No. 963-623). (City Attorney)
  - (c) File 133-95-1. [Federal/State Grants, Emergency Command Center] Resolution authorizing the Chief Administrative Officer to apply for and accept grants from various Federal and State agencies for the Combined Emergency Command Center. (Chief Administrative Officer)
  - (d) File 133-95-2. [State Grant, Earthquake Hazard Mitigation] Resolution authorizing the Chief Administrative Officer, as local hazard mitigation coordinator or his designee, the Director of Public Works, to apply for, accept and expend Hazardous Mitigation Grant Funds from California's Earthquake Safety and Public Buildings Rehabilitation Bond Act of 1990 in the amount of \$4,480,511 with a commitment of local City and County match of funds in the minimum amount of twenty-five percent for each project (total minimum of \$1,493,504 for the six projects) and waiving indirect costs; rescinding Resolution No. 793-93; also see File 133-93-3. (Chief Administrative Officer)



- (e) File 68-95-1. [Federal Grant, Regional Homeless Continuum Care] Resolution authorizing the Mayor of the City and County of San Francisco to apply for and receive a regional homeless continuum of care grant in a total amount not to exceed Seven Million Dollars (\$7,000,000) from the U.S. Department of Housing and Urban Development for a regional homeless plan authorized under Section 2(C) of the HUD Demonstration Act of 1993. (Supervisor Leal)
- (f) File 146-95-1. [Grant, Hospice Ward Furnishings, Laguna Honda] Resolution authorizing the Department of Public Health, Laguna Honda Hospital and Rehabilitation Center, to apply for and accept a grant of a maximum of \$6,000 from Levi Strauss Foundation to provide indoor furnishings for the newly expanded hospice on Ward C-2; ratifying application previously made; and waiving indirect costs. (Supervisor Leal)
- (g) File 172-95-3. [Targeted Case Management Contract Amendment] Resolution authorizing the Director of Public Health to execute an amended contract with the State Department of Health Services in the amount of \$27,317,189 for the period of July 1, 1992 through June 30, 1994 for Medi-Cal Administrative Claiming allowable for Federal financial participation, including a provision indemnifying the State from any Federal disallowance, including interest charges. (Department of Public Health)

ACTION: Items (b), (d) and (e) removed from Consent Calendar. Remainder of Consent Calendar recommended.

- b. File 172-95-4. Hearing held. Recommended.
- d. File 133-95-2. Hearing held. Amended by placing \$3,960,807 on reserve. Recommended as amended. New title: "Authorizing the Chief Administrative Officer, as local hazard mitigation coordinator or his designee, the Director of Public Works, to apply for, accept and expend Hazardous Mitigation Grant Funds from California's Earthquake Safety and Public Buildings Rehabilitation Bond Act of 1990 in the amount of \$4,480,511 with a commitment of local City and County match of funds in the minimum amount of twenty-five percent for each project (total minimum of \$1,493,504 for the six projects) and waiving indirect costs; rescinding Resolution No. 793-93; placing \$3,960,807 on reserve".
- e. File 68-95-1. Hearing held. Amended by adding a further resolved clause to provide for ratification of action previously taken. Recommended as amended. New title: "Authorizing the Mayor of the City and County of San Francisco to apply for and receive a regional homeless continuum of care grant in a total amount not to exceed Seven Million Dollars (\$7,000,000) from the U.S. Department of Housing and Urban Development for a regional homeless plan authorized under Section 2(C) of the HUD Demonstration Act of 1993; providing for ratification of action previously taken".



REGULAR CALENDAR

2. File 97-95-2. [Disposal of Material of Historical Significance] Ordinance amending Administrative Code Section 8.7 to revise procedure for disposition of material of historical significance prior to destruction. (Supervisor Bierman)

ACTION: Hearing held. Recommended.

3. File 186-95-2. [City Store Status Report] Hearing to consider the status of the establishment of a city store. (Supervisor Leal)

ACTION: Hearing held. Filed.

4. File 97-95-5. [City Seal] Ordinance amending Administrative Code by adding Section 1.6-1, authorizing the Chief Administrative Officer to approve use of the seal of the City and County for reproduced or facsimile versions on objects and goods offered for sale by the City and County for the purpose of promoting the City and County. (Supervisor Leal)

ACTION: Hearing held. Consideration continued to the Call of the Chair (at the request of sponsor).

5. File 97-95-6. [Cable Car Medals] Ordinance amending Administrative Code Section 8.12-2.1 to authorize the Chief Administrative Officer and the Purchaser of Supplies to sell cable car medals. (Supervisor Leal)

ACTION: Hearing held. Recommended.

6. File 93-94-12.2. [Memorandum of Understanding, Local 21] Resolution ratifying amendment to Memorandum of Understanding between the International Federation of Professional and Technical Engineers, Local 21, AFL-CIO, and the City and County of San Francisco. (Supervisor Kaufman)

ACTION: Hearing held. Recommended.

7. File 93-94-12.3. [Compensation, Local 21] Ordinance amending Ordinance No. 231-94 implementing the fiscal provisions of the Memorandum of Understanding between the International Federation of Professional and Technical Engineers, Local 21, AFL-CIO, and the City and County of San Francisco. (Supervisor Kaufman)

ACTION: Hearing held. Recommended.

8. File 215-95-1. [Permit, United Nations Plaza, Feeding Services] Resolution issuing permit to Food Not Bombs pursuant to Administrative Code Section 2.74 for Food Not Bombs to conduct feeding services on the Hyde Street side of United Nations Plaza on Tuesdays and Thursdays between 11:00 a.m. and 2:00 p.m. (Supervisors Hallinan, Bierman, Ammiano, Alioto)

ACTION: Hearing held. Consideration continued to the Call of the Chair (at the request of sponsor).

9. File 27-95-1. [Lease, American Airlines, Inc.] Ordinance approving the early relinquishment of Lease No. PUC 69-0798, as amended by PUC 70-0467 and Airports Commission Resolution No. 92-0005 for Plot 40 and approving a new lease for use of a portion of Plot 40 and hangar facilities, between American Airlines, Inc. and the City and County, acting by and through its Airports Commission. (Supervisor Hallinan)

ACTION: Hearing held. Recommended.

10. File 78-95-1. [Health Service System Contributions] Resolution establishing the contribution to be made to the Health Service System by City and County, Unified School District and Community College District for fiscal year 1995-96. (Health Service System)

ACTION: Hearing held. Recommended.

11. File 47-95-1. [St. Mary's Square Garage Contract Amendment] Resolution approving a first amendment to the St. Mary's Square Garage Management Contract. (Department of Parking and Traffic)

ACTION: Hearing held. Recommended.

12. File 47-95-3. [Vallejo Street Garage Contract Amendment] Resolution approving a first amendment to the Vallejo Street Garage Management Contract. (Department of Parking and Traffic)

ACTION: Hearing held. Recommended.

13. File 47-95-4. [Polk-Bush Garage Contract Amendment] Resolution approving a first amendment to the Polk-Bush Garage Management Contract. (Department of Parking and Traffic)

ACTION: Hearing held. Recommended.

14. File 65-95-1. [Lease Agreement, Port and H&N Fish Company] Ordinance approving lease agreement between H&N Fish Company and the City and County of San Francisco for ten years operating by and through the San Francisco Port Commission for fish processing and handling at Pier 45, foot of Jefferson Street. (Port)

ACTION: Hearing held. Recommended.

15. File 30-95-3. [Licensure, Chemical Awareness & Treatment Services] Resolution recommending the licensure of Chemical Awareness and Treatment Services, Inc. to provide 30-month multiple offense/driving under the influence, chemical dependency and poly-drug abuse treatment services in the City and County of San Francisco. (Department of Public Health)

ACTION: Hearing held. Recommended.

16. File 172-95-1. [Contract, DPH-Richmond Area Multi-Services, Inc.] Resolution approving the contract between the City and County of San Francisco Department of Public Health, and Richmond Area Multi-Services, Inc. (RAMS), to provide partial hospitalization program services. (Department of Public Health)

ACTION: Hearing held. Amended to make retroactive. Recommended as amended. New title: "Approving the contract between the City and County of San Francisco, Department of Public Health, and Richmond Area Multi-Services, Inc. (RAMS), to provide partial hospitalization program services, retroactive to February 1, 1995."

17. File 172-95-2. [State Mental Health Performance Contract] Resolution approving the San Francisco City and County Performance Contract for Mental Health Services in fiscal year 1994-95. (Department of Public Health)

ACTION: Hearing held. Recommended.

18. File 64-95-1. [Lease, Turk/Gough Streets Parking Lot, CAO] Resolution authorizing a parking lot lease located in the vicinity of Turk and Gough Streets described as 04-SF-101-68 for the Chief Administrative Officer. (Supervisor Hallinan)

ACTION: Hearing held. Recommended.

SPECIAL ORDER - 2:00 P.M.

19. File 97-95-3. [Campaign Finance Reform] Ordinance amending Administrative Code Sections 16.501, 16.502, 16.503, 16.505, 16.508, 16.509 and 16.515 and adding Sections 16.510-1 through 16.510-6, related to campaign finance reform. (Supervisor Hallinan)

ACTION: Hearing held. Amendment of the Whole bearing same title, as presented by Supervisor Hallinan, adopted. Amended on page 12, line 12, by replacing "\$250,000" with "\$175,000". Further amended on page 12, line 17, by replacing "\$125,000" with "\$75,000". Recommended as amended.

### LITIGATION

The Government Efficiency and Labor Committee of the Board of Supervisors may meet in closed session under the provisions of Government Code Section 54956.9(a) to discuss proposed settlements of the lawsuits listed below, these lawsuits involving the City and County of San Francisco. This motion would be made on the basis that discussion in open session of these proposed settlements would prejudice the position of the City in these lawsuits.

20. File 23-95-2. [Statute of Limitations, Francie Moeller v. CCSF] Resolution authorizing the City Attorney to agree to waive a Statute of Limitations defense through September 1, 1995, as part of the negotiations with various individuals and organizations regarding disability access at Candlestick Park (Francie Moeller, et al. v. CCSF, et al.), for incidents described in timely claims filed by these individuals and organizations. (City Attorney)

ACTION: Recommended.

21. File 45-95-1. [Settlement of Litigation, Marilyn Moore] Ordinance authorizing settlement of litigation of Marilyn Moore against the City and County of San Francisco by payment of \$10,000. (Superior Court No. 952-666) (City Attorney)

ACTION: Recommended.

22. File 45-95-2. [Settlement of Litigation, U.S.A. (Davis)] Ordinance authorizing partial settlement of litigation of U.S.A. (Davis) v. City and County of San Francisco, United States District Court, Northern District of California, Consolidated Cases Nos. C84-1100 MHP, C84-7089 MHP by payment of \$865,105.80. (City Attorney)

ACTION: Recommended.

23. File 45-95-3. [Settlement of Litigation, L. Murdock, SFPD] Ordinance authorizing settlement of litigation of Robert C. Coffey against Larry Murdock, et al, by payment of \$10,000. (Santa Clara County Municipal Court Case 247-340). (City Attorney)

ACTION: Recommended.

24. File 45-95-4. [Settlement of Litigation, Edward Casanova] Ordinance authorizing settlement of litigation of Edward Casanova against the City and County of San Francisco by payment of \$10,000. (Superior Court No. 952-434). (City Attorney)

ACTION: Recommended.

25. File 45-95-5. [Settlement of Litigation, Cindy Siu Lam Tang] Ordinance authorizing settlement of litigation of Cindy Siu Lam Tang against the City and County of San Francisco by payment of \$5,555.50. (Municipal Court No. 100-166). (City Attorney)

ACTION: Recommended.

26. File 45-95-6. [Veltman v. State Lands Commission, et al.] Ordinance authorizing settlement of litigation of Raymond Veltman against the City and County of San Francisco. (Los Angeles Superior Court No. BC 111 323). (City Attorney)

ACTION: Recommended.

27. File 46-95-2. [Settlement of Litigation, CCSF v. Health Services] Ordinance authorizing settlement of litigation of City and County of San Francisco against State Department of Health Services, Cases Nos. 952-820, 956-288, and 959-728 for approval of Medi-Cal reimbursement claims. (Superior Court Nos. 952-820, 956-228 and 959-728). (City Attorney)

ACTION: Recommended.

28. File 48-94-4.1. [Unlitigated Claim, Dr. Eugene Sun] Resolution approving the settlement of the unlitigated claim of Dr. Eugene Sun by payment of \$15,000; see File 48-94-4. (City Attorney)

ACTION: Recommended.

29. File 48-95-1. [Settlement of Claims, Geico Insurance Company] Resolution approving the settlement of the unlitigated claim of Geico Insurance Co. by payment of \$11,038.83. (City Attorney)

ACTION: Recommended.

30. File 48-95-2. [Settlement of Claim, James R. Roy] Resolution approving settlement of the unlitigated claim of James R. Roy by payment of \$12,500. (City Attorney)

ACTION: Recommended.

31. File 48-95-3. [Settlement of Claim, Peter Gentile] Resolution approving settlement of the unlitigated claim of Peter Gentile by payment of \$18,000 plus interest and attorney's fees of \$10,000 plus interest. (City Attorney)

ACTION: Recommended.

32. File 48-95-4. [Settlement of Claim, Mei Lon Sam] Resolution authorizing settlement of claim of Mei Lon Sam by payment of \$18,168. (City Attorney)

ACTION: Recommended.

The Government Efficiency and Labor Committee of the Board of Supervisors may find that it is in the best interests of the City not to disclose any information revealed in its closed session deliberations in the proposed settlements listed above at this time and may move not to disclose any information at this time.





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# CALENDAR

## GOVERNMENT EFFICIENCY & LABOR COMMITTEE

### BOARD OF SUPERVISORS

### CITY AND COUNTY OF SAN FRANCISCO

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#### REGULAR MEETING

TUESDAY, MARCH 14, 1995, 1:00 PM

VETERANS BUILDING  
401 VAN NESS AVENUE, ROOM 410

MEMBERS: Supervisors Terence Hallinan, Tom Ammiano, Mabel Teng

CLERK: Gail Johnson

\* \* \* \* \*

## Disability Access

The Board of Supervisors Committee Meeting Room (410) and the Legislative Chamber of the Board (Room 404) are on the fourth floor at 401 Van Ness Avenue.



Both the Committee Room and the Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, 2 1/2 blocks from the Veterans Building. Accessible MUNI line serving this location is the #42 Downtown Loop as well as the METRO stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.



There is accessible parking in the vicinity of the Veterans Building adjacent to Davies Hall and the War Memorial Complex.



Assistive listening devices are available for use in the Meeting Room and the Board Chamber. A device can be borrowed prior to or during a meeting. Borrower identification is required and must be held by Room 308 staff.

The following services are available on request 72 hours prior to the meeting or hearing:

For American sign language interpreters or the use of a reader during a meeting, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of an agenda, contact Moe Vazquez at (415) 554-4909.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine, and will be acted upon by a single roll call vote. There will be no separate discussion of these items unless a member of the Committee or the public so requests, in which event the matter shall be removed and considered as a separate item.
  - (a) File 146-95-3. [Preventive Health Care for the Aging Program] Resolution authorizing the Department of Public Health, Community Public Health Services, to apply retroactively for a grant of \$55,000 from the California Department of Health Services for preventive health services to San Francisco residents over age 60 who have limited access to care; waiving indirect costs and providing for ratification of action previously taken. (Department of Public Health)
  - (b) File 23-95-3. [Statute of Limitations, Claudia Oates] Resolution waiving the statute of limitations with respect to payment of certain warrants of the City and County of San Francisco, in the sum of \$546.91, a legal obligation of the City and County of San Francisco. (Payee, Claudia Oates) (Controller)
  - (c) File 223-95-1. [Motherlode Bar Relocation] Resolution determining that relocation of the Motherlode Bar from 1002 Post Street to 1035 Post Street will serve the convenience and necessity of the people of the City and County of San Francisco, in accordance with Sections 23958 and 23958.4(b)(1) of the California Business and Professions Code. (Supervisor Hallinan)

ACTION:

REGULAR CALENDAR

2. File 197-94-9. [Civic Property and Fixed Assets] Hearing to consider the manner in which City-owned artwork, furnishings and other civic property and fixed assets are accounted for and safeguarded. (Supervisor Hallinan)

ACTION:

3. File 176-95-4. [Planned Parenthood] Resolution urging the management of Planned Parenthood to conclude negotiations for a first contract with the Service Employees International Union, Local 790A; supporting the Planned Parenthood employees' desire for an agency shop similar to provisions covering other employees in Alameda and San Francisco counties; reminding Planned Parenthood management of the negative impacts on our communities should a strike occur; resolving that members of the San Francisco Board of Supervisors may, in the event of a strike, be required to explore reallocation of government funds to other agencies providing services similar to that of Planned Parenthood. (Supervisors Hallinan, Bierman)

ACTION:

4. File 51-94-4. [Employee Claims, Various Departments, 4th Quarter] Hearing to consider claims of employees, various departments, for reimbursement for personal property damaged and/or stolen in the line of duty. (Various Departments)

October, November, December, 1994

ACTION:

5. File 27-95-2. [Lease Renewals, Federal Aviation Administration] Ordinance approving three FAA leases for certain space on the airfield at San Francisco International Airport between the United States of America and the City and County of San Francisco, acting by and through its Airports Commission. (Airports Commission)

ACTION:

6. File 27-95-4. [North Terminal Bookstore Lease] Ordinance approving the "North Terminal Bookstore Lease" between Books, Inc. and the City and County of San Francisco, acting by and through its Airports Commission. (Airports Commission)

ACTION:

7. File 172-95-7. [Medical Services Contract] Resolution authorizing the Director of Public Health to execute an agreement, including indemnification, with the University of California, San Francisco, for the provision of medical services to Medi-Cal beneficiaries by Community Public Health Services clinic physicians. (Also see File 97-94-76.) (Department of Public Health)

ACTION:

8. File 172-95-8. [Vocational Rehabilitation Services Agreement] Resolution authorizing the Department of Public Health, Community Substance Abuse Services, to enter into a cooperative agreement with the State of California, Department of Rehabilitation, retroactive to July 1, 1994, in the amount of \$44,642, to provide vocational rehabilitation services to residents of San Francisco who are currently receiving or require substance abuse treatment services; authorizing and directing the President of the Board to sign said agreement which shall include an indemnification of the State of California. (Department of Public Health)

ACTION:

SPECIAL ORDER - 2:00 P.M.

9. File 226-95-1. Hearing to consider the status of services at the Youth Guidance Center. (Supervisor Hallinan)

ACTION:

#### LITIGATION

The Government Efficiency and Labor Committee of the Board of Supervisors may meet in closed session under the provisions of Government Code Section 54956.9(a) to discuss proposed settlements of the lawsuits listed below, these lawsuits involving the City and County of San Francisco. This motion would be made on the basis that discussion in open session of these proposed settlements would prejudice the position of the City in these lawsuits.

10. File 46-95-3. [Settlement of Litigation, Virginia N. Davies] Ordinance authorizing settlement of litigation of City and County of San Francisco against Virginia N. Davies by accepting consideration in the total amount of \$6,000 payable in cash and releasing said person only from further liability. (S.F. Municipal Court No. 112311) (Treasurer-Tax Collector)

ACTION:

11. File 45-95-7. [Settlement of Litigation, Ralph Owens] Ordinance authorizing settlement of litigation of Ralph Owens against the City and County of San Francisco by payment of \$11,000. (Superior Court No. 956-098.) (City Attorney)

ACTION:

12. File 45-95-8. [Settlement of Litigation, Mark Estrada] Ordinance authorizing settlement of litigation of Mark Estrada against the City and County of San Francisco by payment of \$19,000. (Superior Court No. 947-989.) (City Attorney)

ACTION:

13. File 45-95-9. [Settlement of Litigation, Nicole Abagnaro] Ordinance authorizing settlement of litigation of Nicole Abagnaro against the City and County of San Francisco for \$225,000. (San Bernardino Superior Court No. SCV 04291.) (Supervisor Hallinan)

ACTION:

The Government Efficiency and Labor Committee of the Board of Supervisors may find that it is in the best interests of the City not to disclose any information revealed in its closed session deliberations in the proposed settlements listed above at this time and may move not to disclose any information at this time.

GOVERNMENT EFFICIENCY & LABOR COMMITTEE  
BOARD OF SUPERVISORS  
VETERANS BUILDING  
401 VAN NESS AVENUE, ROOM 308  
SAN FRANCISCO, CA 94102

IMPORTANT  
HEARING NOTICE

D 0132

City Librarian  
Public Library  
Civic Center

**BOARD OF SUPERVISORS****BUDGET ANALYST**

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

March 10, 1995

**TO:** Government Efficiency and Labor Committee  
**FROM:** Budget Analyst  
**SUBJECT:** March 14, 1995 Government Efficiency and Labor Committee Meeting

Item 1a - File 146-95-3

**Department:** Department of Public Health (DPH)  
Community Public Health Services

**Item:** Resolution authorizing the Department of Public Health to apply retroactively for a grant of \$55,000 from the California Department of Health Services for preventive health services to San Francisco residents over age 60; waiving indirect costs; and ratifying action previously taken.

**Grant Amount:** \$55,000

**Grant Period:** July 1, 1995 to June 30, 1996

**Source of Funds:** California Department of Public Health

**Project:** Preventive Health Services to San Francisco Residents Over Age 60

**Description:** The proposed grant would support a new project to provide access to preventive health services to low income and ethnic minority persons over the age 60 who currently have limited access to such health services. Proposed program services would include (1) a health needs assessment of the project target population, (2) community health education in collaboration with non-profit organizations, and (3) training of senior citizen volunteers to educate peers. The program

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Memo to Government Efficiency & Labor Committee  
March 14, 1995 Government Efficiency & Labor Committee Meeting

objective is to improve the use of the present health service delivery system by the target population.

**Budget:** A detailed budget will be provided when the DPH requests authorization from the Board to accept and expend the proposed grant funds.

**Required Match:** None

**Indirect Costs:** None - the California Department of Health Services does not allow indirect costs to be included in this grant budget. Therefore, the DPH is requesting a waiver of indirect costs for this grant.

**No. of Persons Served:** 300

**Comment:** 1. Mr. Robert Prentice of the DPH's Community Public Health Services advises that retroactive authorization to apply for the proposed grant has been requested because notice of the availability of the grant was not received on a timely basis. Therefore, DPH has already submitted the application for the grant which must be filed with the State on or before March 17, 1995.

2. Attached is a Summary Of Grant Request, as prepared by the DPH, for the proposed grant funds.

3. The DPH has prepared a Disability Access Checklist, which is included in the Clerk of the Board's file.

**Recommendation:** Approve the proposed resolution.



Grantor: California Dept. of Health Services Division: Community Public Health Services  
 Contact Person: Rhoda Slagle Section: Public Health Nursing & Senior Services  
 Address: 601 No. 7th St. MS 725 Contact Person: Mary Wong  
Sacramento, CA 94231-7320 Telephone: 554-2755  
 Amount Requested: \$55,000 Application Deadline: 3/17/95  
 Term: From 7/1/95 To 6/30/96 Notification Expected: April 1995

I. Item Description: Request to (apply for) ~~XXXXXX~~ a (new) ~~XXXXXX~~ (continuation) ~~XXXXXX~~  
 (Circle or ~~augmentation~~ grant in the amount of \$55,000 from the period of  
 Underline) July 1, 1995 to June 30, 1996 to provide preventive  
health services to San Francisco residents over age 60 services.  
 who have limited access to care.

## II. Summary: (Purpose; Funding Year; Target Groups; Services; Providers)

This is a new grant to provide access to preventive health care services to residents over age 60 who have limited access to care due to geographic isolation, socioeconomic factors or cultural or language barriers. Services include: health assessments, community health education, volunteer training and establishment of a provider network of services for low-income, non-frail elderly.

## III. Outcomes/Objectives:

1) needs assessment; 2) direct care to meet unmet health needs; 3) individual health assessments; 4) a more effective and efficient service delivery system for seniors who have had limited access to care.

## IV. Effects of Reduction or Termination of These Funds:

Not Applicable

## V. Financial Information:

|                  | Col. A<br>Two Years Ago | Col. B<br>Past Yr./Orig. | Col. C<br>Proposed | Col. D<br>Change | Req. Match | Approved By |
|------------------|-------------------------|--------------------------|--------------------|------------------|------------|-------------|
| Grant Amount     |                         |                          | \$55,000           |                  |            |             |
| Personnel        |                         |                          | 52,500             |                  |            |             |
| Equipment        |                         |                          |                    |                  |            |             |
| *Contract Svc.   |                         |                          |                    |                  |            |             |
| Mat. & Supp.     |                         |                          | 2,500              |                  |            |             |
| Facilities/Space |                         |                          |                    |                  |            |             |
| Other            |                         |                          |                    |                  |            |             |
| Indirect Costs   |                         |                          |                    |                  |            |             |

## VI. Data Processing

(costs included above)

## VII. Personnel

|                   |  |  |           |  |  |  |
|-------------------|--|--|-----------|--|--|--|
| F/T Civil Service |  |  | Not known |  |  |  |
| P/T Civil Service |  |  | at this   |  |  |  |
| Contractual       |  |  | time      |  |  |  |

Source(s) of non-grant funding for salaries of Civil Service employees working part-time on this grant:

Not known at this time.

Will grant funded employees be retained after this grant terminates? If so, How?

No. One-time funds.

\*VIII. Contractual Services: Open Bid \_\_\_\_\_ Sole Source \_\_\_\_\_ (if sole source, attach Request for Exemption Form)



Item 1b - File 23-95-3

**Department:** Controller's Office

**Item:** Resolution waiving the statute of limitations with respect to the payment of certain warrants of the City and County of San Francisco, totaling \$546.91, payable to Claudia Oates, a legal obligation of the City and County of San Francisco.

**Description:** According to Section 10.182 of the San Francisco Administrative Code, a warrant issued by the City becomes void one year from the date issued. The payee of the warrant may present the warrant to the Controller for payment, up to three years from the date that it was rendered invalid, or four years from the original issue date. After that point, the Controller may no longer pay such a warrant because the statute of limitations has expired, unless approval is obtained from the Board of Supervisors.

The proposed resolution would waive the statute of limitations and would authorize the Controller's Office to replace two warrants issued to Ms. Claudia Oates, a current employee of the Department of Public Health, in the following amounts:

| <u>Warrant No.</u> | <u>Date Issued</u> | <u>Amount</u> |
|--------------------|--------------------|---------------|
| 515-4587743        | 10/02/84           | \$197.57      |
| 516-2340481        | 08/18/87           | <u>349.34</u> |
| Total              |                    | \$546.91      |

**Comment:** According to Controller's Office documents, these warrants were issued to Ms. Oates by the Department of Public Health, San Francisco General Hospital. According to these documents, Ms. Oates states that she had misplaced and never cashed these warrants for payment of the amount of \$546.91 for services performed. The Controller's Office reports that both of the above-listed warrants have been cancelled. Mr. Honorato Layug of the Controller's Office reports there are sufficient funds in the FY 1994-95 General City Responsibilities budget to pay for the new warrants.

**Recommendation:** Approve the proposed resolution.



Item 2 - File 197-94-9

**Note:** This item was continued from the Government Efficiency and Labor Committee meeting on December 20, 1994.

**Item:** This item is a hearing to consider the manner in which City-owned artwork, furnishings and other civic property and fixed assets are accounted for and safeguarded.

**Description:** The Controller's Office completed an audit, dated November 30, 1994, of selected fixed assets of the War Memorial Board of Trustees. This review was limited to a sample of artworks, furniture, furnishings and other items, most of which had allegedly been removed from the Veterans Building. The results of the Controller's audit were as follows:

- Several of the Board of Trustees' assets from the 1915 Panama-Pacific International Exposition were missing or damaged, including 40 historically significant mural paintings and over 200 cases of plaster statuary models.
- Most of the aforementioned murals have not been appraised or insured. In addition, the Board of Trustees did not have adequate documentation of the loan terms for murals lent out to other organizations.
- The archives of the Panama-Pacific International Exposition were permanently loaned to the Bancroft Library at the University of California at Berkeley.
- Some City-owned fixed assets that had been alleged to be missing were not found to be missing, but rather were removed from the Veterans Building with the approval of the Board of Trustees or with the approval of the Veterans Building management. Such fixed assets were in some cases discarded and in other cases were moved to locations outside of City-owned property.

**Comments:** 1. Pursuant to Section 1.16 of the Administrative Code, the Art Commission is responsible for the cataloging, care and maintenance of all sculptures, statues, murals, paintings, and other art media belonging to the City, with the exception of those items located on property under the jurisdiction of the San Francisco Unified School District, the M. H. de Young Memorial Museum, the Palace of the Legion of Honor, the Academy of Sciences and the Recreation and Park Department. Section 1.16 makes no reference to the Art Commission's "safeguarding" of the above-noted artwork.

2. Ms. Debra Lehane of the Art Commission reports that the Art Commission has established a collection management data base to catalog all City-owned artwork that comes through the Art Commission for approval, as well as any City-owned artwork identified by City departments to the Art Commission. Ms. Lehane advises that catalog information contained on each individual piece of artwork includes (1) the artist name, (2) the title of the artwork, (3) the classification and type of material involved in the artwork, (4) the description of the artwork, and (5) the appraised value of the artwork. Ms. Lehane states that, to date, 2,800 pieces of artwork have been cataloged. Additionally, Ms. Lehane adds that, in 1985, the Art Commission implemented a Monument Restoration Program for the maintenance and restoration of the City's 120 outdoor monuments.

3. Mr. Ara Minasian of the Purchasing Department reports that, pursuant to Section 21.29 of the Administrative Code, individual City departments are responsible for maintaining inventories of their own equipment, although this section does not reference artwork. Further, Section 21.29 does not specifically reference the "safeguarding" of such equipment. Under Section 21.31 of the Administrative Code, when new equipment is received by a City department, the department is required to affix an inventory tag to the equipment and report the new acquisition to the Controller's Office. Mr. Minasian states that, over a year ago, the Purchasing Department supplied inventory tags for equipment to the City Departments. Additionally, Section 21.32 provides, in part, that City departments are required to give written notice immediately to the Board of Supervisors concerning the loss or damage of equipment.



Item 4 - File 51-94-4

- Item:** This item is a hearing transmitting claims of employees from various departments for reimbursement for the cost of personal property, of City and County employees, which was damaged or stolen in the line of duty in October, November and December of 1994.
- Description:** Section 10.25-1 of the Administrative Code authorizes the Controller to provide reimbursement to City employees to recover part or all of the costs of replacing or repairing equipment or property which has been damaged or destroyed in the line of duty without the fault of the City employees. The Controller recommends reimbursement after reviewing the claim and after reviewing the Department Head's certification that the damage occurred in the line of duty and that the amount certified for payment is fair and reasonable.
- Of the six employee claims submitted, the Controller's Office has no recommendation on one claim and has recommended that three claims be paid in full and two claims be partially paid. The total reimbursement amount to be paid for the claims would be \$933.46. (See Attachment).
- Comments:**
1. The Controller has certified that funds are available for these employee reimbursements from the Claims and Judgments, General Fund account, included in the 1994-95 budget.
  2. The Controller has submitted a resolution authorizing reimbursement totaling \$933.46 for the cost of personal property of the City and County employees as shown in the Attachment.
- Recommendation:** Prepare in and report out the resolution as submitted by the Controller's Office authorizing payment of the subject claims.

REIMBURSEMENT FOR DAMAGED OR STOLEN  
PERSONAL PROPERTY OF CITY EMPLOYEES

Date: February 24, 1995  
File No. 51-94-4

| <u>Department<br/>Claimant</u> | <u>Amount<br/>Claimed</u> | <u>Controller's<br/>Recommended</u> | <u>Comments</u>   |
|--------------------------------|---------------------------|-------------------------------------|---|
| <u>DPH</u>                     |                           |                                     |   |
| Heather Leatherwood            | 338.25                    | 250.00                              | Allow up to level of the employee's deductible of \$250.  |
| <u>DPW</u>                     |                           |                                     |   |
| Alexander Clemens              | 312.76                    | 312.76                              | Allow, all items were work-related and the incident occurred through no apparent fault of the employee.   |
| <u>DPT</u>                     |                           |                                     |   |
| Chris Nichel                   | 171.00                    | 171.00                              | Allow, the incident occurred in the line of duty through no apparent fault of the employee.<br>of City and County responsibility.   |
| <u>Juvenile Probation</u>      |                           |                                     |   |
| Peter Timoney                  | 4,114.70                  | N/A                                 | No recommendation. Although the incident occurred in the line of duty, the employee's decision not to purchase full insurance coverage greatly increases the potential City costs beyond the usual level of an insurance deductible (i.e. \$500). |
| <u>Laguna Honda</u>            |                           |                                     |   |
| Antone Nobriga Jr.             | 87.00                     | 87.00                               | Allow, the incident occurred in the line of duty through no apparent fault of the employee.   |
| <u>Recreation and Park</u>     |                           |                                     |   |
| York Martin                    | 161.00                    | 112.70                              | Allow for reimbursement of items at replacement amount (after depreciation).  |
| GRAND TOTAL                    | \$5,184.71                | \$933.46                            |   |

Memo to Government Efficiency and Labor Committee  
March 14, 1995 Government Efficiency and Labor Committee Meeting

Item 5 - File 27-95-2

**Department:** Airport

**Item:** Ordinance approving the renewal of three leases between the Federal Aviation Administration (FAA) and the Airports Commission.

**Description:** The Airport is proposing to renew three leases with the FAA, which expired June 30, 1994. The three leases are for airfield space, which is utilized by the FAA for the installation, operation and maintenance of all navigational instruments to insure safe aircraft operations.

Under the terms of the proposed leases, the three leases are renewable at the option of the FAA on a yearly basis commencing July 1, 1994 for a period not to extend beyond September 20, 2013.

In exchange for the FAA's operation and maintenance of the navigational instruments, the Airport leases the airfield space to the FAA at no cost, as is the case for all other airports nationwide, according to Mr. Bob Rhoades of the Airport.

**Comment:** As previously noted, the proposed leases would commence effective July 1, 1994. As such, the proposed legislation should be amended to authorize the renewal of these leases retroactively. This legislation has been delayed because the FAA, which has responsibility for drafting the lease documents, was late in completing the lease documents, according to Mr. Rhoades.

**Recommendation:** Amend the proposed ordinance to authorize the renewal of these leases retroactively and approve the proposed ordinance as amended.



Item 6 - File 27-95-4

**Department:** Airport

**Item:** Ordinance approving the new North Terminal Bookstore Lease between Books, Inc. and the Airports Commission.

**Description:** The Airport reports that, through its competitive bid process, it has selected Books, Inc., as the highest responsive and qualified bidder for the North Terminal Bookstore Lease, based on a bid amount of a minimum annual guarantee to the Airport of \$1,461,000. Under the bid specifications, the minimum annual guarantee was the competitive bid amount. All bidders must agree to pay the minimum annual guarantee or 15 percent of gross receipts, whichever is greater. Books, Inc. is neither an MBE or WBE firm. A list of the other three firms, none of which are an MBE or WBE firm, which submitted bids, is as follows:

| <u>Bidder</u>                          | <u>Bid Amount</u> |
|--|-------------------|
| Host/Marriot                           | \$1,409,000.99    |
| The Benjamin Company                   | \$1,200,853.00    |
| Waterstone's Booksellers (W. H. Smith) | \$1,110,000.00    |

The proposed lease consists of a total of 3,974 square feet of space. Of the 3,974 square feet, a total of 2,987 square feet, to be used for the operation of the bookstore and an annex, is located at the entrance to Boarding Area "F" of the North Terminal. The balance of 987 square feet, which consists of a storage area, is located in the lower level of the North Terminal. The term of the lease is for a five year period commencing the day after the Board of Supervisors approves the proposed ordinance.

**Comments:** 1. Ms. Panetta Scott of the Human Rights Commission (HRC) advises that Books, Inc. has made a commitment to increase its minority hiring by 25 percent and has agreed to make a good faith effort to meet the HRC's affirmative action goals. Ms. Scott states that Books, Inc. has no MBE/WBE subcontractors under the lease agreement.

2. Items to be sold at Books, Inc. include books, books on computer disk and various educational materials. The books sold in the annex would be sale books and discounted books.

3. The prior bookstore operator under the North Terminal Bookstore Lease was Host/Marriot. Under the terms of the lease agreement, Host/Marriot paid the Airport a minimum

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annual guarantee amount of \$2,000,000 or 15 percent of gross receipts, whichever was greater. Host/Marriot paid the Airport the minimum annual guarantee amount of \$2,000,000 in FY 1993-94. As noted above, Host/Marriot's bid amount to continue as the bookstore operator under the North Terminal Bookstore Lease was \$1,409,000.99 or \$590,999.01 less than its prior \$2,000,000 minimum annual guarantee.

**Recommendation:** Approve the proposed ordinance.



Item 7 - File 172-95-7

**Department:** Department of Public Health (DPH)  
Community Public Health Services (CPHS)

**Item:** Resolution authorizing the Director of Health to execute an agreement, with the University of California at San Francisco (UCSF) for the provision of medical services to Medi-Cal beneficiaries by DPH, Community Public Health Services clinic physicians. The agreement would provide that the City holds harmless and indemnifies UCSF from liability in connection with the services provided.

**Description:** Currently, numerous health care providers, including hospitals, non-profit health care providers and private health care providers, provide health care on a fee-for-service basis, whereby the State Department of Health Services (SDHS) uses Medi-Cal funds to reimburse health care providers after the medical service has already been rendered.

However, as an alternative to this system, SDHS has undertaken the development of a "managed care" system, in which each of two managed care plans in each county would receive from SDHS a periodic payment of a "capitated" amount, which is the sum of negotiated payment rates for all Medi-Cal beneficiaries enrolled by that particular managed care plan, prior to the rendering of medical services. These two managed care plans would then contract with local health care providers for the provision of medical services to Medi-Cal beneficiaries who enroll in the managed care plan. In return, the provider of these medical services would receive "capitated" payments from the managed care plan on a prepaid, monthly basis, based on rates that are stipulated in an agreement. SDHS has authorized PacifiCare of California, a private Health Maintenance Organization (HMO), to serve as an interim managed care plan.

In December of 1994, the City entered into an agreement with PacifiCare of California to provide hospital services to Medi-Cal beneficiaries, whereby PacifiCare of California pays "capitated" payments to the City on a monthly basis for these hospital services (File 172-95-7). These hospital services do not include services provided by physicians. PacifiCare of California entered into a companion agreement with UCSF for the provision of physician services. Under the agreement between UCSF and PacifiCare of California, UCSF is responsible for providing a primary care physician for each Medi-Cal enrollee.

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If approved, the proposed resolution would authorize the Director of Health to execute an agreement, that (1) provides that the City holds harmless and indemnifies UCSF from liability in connection with the services provided under the agreement, (2) UCSF would pay the City monthly "capitated" payments for medical care rendered by physicians of DPH's, Community Public Health Services clinics who would serve as primary care physicians for Medi-Cal enrollees covered by the UCSF-PacifiCare contract (3) the proposed agreement would provide that UCSF would withhold 25% of the percentage of the monthly "capitation" payments due to the City under the agreement and place the withholding in a hospital risk pool account as an incentive to DPH to refer enrollees to other doctors within the managed care plan, versus to doctors outside of the managed care plan, (DPH will share in any, as of yet undetermined, surplus or deficit of the hospital risk pool up to an amount not to exceed DPH's 25 percent withheld contribution to the hospital risk pool) and (4) the Director of Health has the authority to execute amendments to the agreement, in the event, for example, the State requirements are revised, thus impacting this agreement. Any such amendments to the proposed agreement would not be subject to approval by the Board of Supervisors.

**Comments:**

1. As previously noted, under the proposed agreement, DPH would receive monthly payments of a "capitated" amount from UCSF. Capitated payments put Medi-Cal health care providers, such as DPH, at an increased risk because such providers have to agree to accept responsibility for providing services in exchange for a set payment, regardless of the amount of services that may be provided to its clients. To mitigate this risk, the proposed agreement includes a provision that would provide reinsurance coverage to DPH through the SDHS administered Risk Limitation Program. Through the Reinsurance Program, the City would be fully responsible for the cost of services provided to Medi-Cal clients up to a certain agreed-upon amount per Medi-Cal client per year. UCSF would reimburse DPH any amount in excess of this threshold amount. According to an analysis performed by UCSF, the net estimated maximum cost to the City of purchasing this reinsurance coverage for services provided beyond the threshold amount is \$15,000 per person per year. This cost would be deducted from the monthly capitation payments that the City would receive from UCSF.

2. The proposed services are scheduled to commence in April, 1995.

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3. A copy of the proposed agreement between DPH and UCSF is included in the Board of Supervisors file.

**Recommendations:** 1. Approval of (a) the indemnification provision, and (b) authorizing the Director of Health to execute contract amendments to the proposed agreement, are policy matters for the Board of Supervisors.

2. Excluding the policy matters identified in No. 1 above, approve the proposed resolution.



Item 8 - File 172-95-8

**Department:** Department of Public Health (DPH)  
Community Substance Abuse Services (CSAS)

**Item:** Resolution authorizing the Department of Public Health, Community Substance Abuse Services to enter into a cooperative agreement with the State of California, Department of Vocational Rehabilitation retroactive to July 1, 1994 in the amount of \$44,642 to provide vocational rehabilitation services to residents of San Francisco who are currently receiving or require substance abuse treatment services, and authorizing and directing the President of the Board of Supervisors to sign the agreement which provides that the City would indemnify the State from liability in connection with the services provided under the cooperative agreement.

**Contract Amount:** \$44,642

|                         |   |              |
|-------------------------|---|--------------|
| <b>Source of Funds:</b> | State Department of Alcohol<br>and Drug Programs (DADP) | \$39,486     |
|                         | FY 1994/95 General Fund Budget of DPH                   | <u>5,156</u> |
|                         | Total   | \$44,642     |

**Contract Period:** Retroactive from July 1, 1994 through June 30, 1995

**Description:** Under the proposed cooperative agreement between the DPH, CSAS and the State Department of Vocational Rehabilitation, the State Department of Vocational Rehabilitation provides vocational rehabilitation services, including referral and counseling services, to residents of San Francisco who are alcohol abusers involved in alcohol treatment programs funded by DPH, CSAS. The State DADP mandates that these services be provided to San Francisco residents that are identified by CSAS as recovering substance abusers. Federal law requires that these State DADP funds for vocational rehabilitation services pass through CSAS to confirm that these funds are expended for persons in substance abuse recovery.

For Fiscal Year 1994/95, the total cost of the Department of Vocational Rehabilitation's vocational rehabilitation services is \$209,587, or \$164,945 more than the \$44,642 in State DADP and DPH budget General Fund monies. The balance of \$164,945, or approximately 79 percent of the total, represents the State Department of Vocational

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Rehabilitation's match to the \$44,642. The total program budget is detailed below:

**Budget:**

Personnel (State Department of Vocational Rehabilitation)

|                                    |               |
|------------------------------------|---------------|
| Counselor/Support Staff (3.04 FTE) | \$101,151     |
| Fringe Benefits (29.92%)           | <u>30,264</u> |

|                    |           |
|--------------------|-----------|
| Subtotal Personnel | \$131,415 |
|--------------------|-----------|

Operating Expenses

|                              |               |
|------------------------------|---------------|
| General Expense              | \$3,296       |
| Printing                     | 480           |
| Communications               | 2,772         |
| Postage                      | 1,594         |
| Travel                       | 3,670         |
| Training                     | 236           |
| Facility Operations          | 16,594        |
| Utilities                    | 288           |
| Medical Consultants          | 2,308         |
| Health & Welfare Data Center | 4,306         |
| Case Services                | <u>25,678</u> |

|                             |           |
|-----------------------------|-----------|
| Subtotal Operating Expenses | 61,222    |
| Total Direct Costs          | \$194,637 |

|  |               |
|--|---------------|
| Administrative Overhead (8.8% of Direct Costs) | <u>16,950</u> |
|--|---------------|

|       |           |
|-------|-----------|
| Total | \$209,587 |
|-------|-----------|

The entire \$209,587 is to be administered and expended by the State Department of Vocational Rehabilitation for the provision of vocational rehabilitation services provided to San Francisco residents.

The proposed agreement includes an indemnification (hold harmless) clause, which provides that the City agrees to indemnify the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, persons, firms or corporations furnishing or supplying services, materials or supplies in connection with the performance of this agreement, and from any and all losses accruing or resulting to any person, firm or corporation who may be injured or damaged by the City in the performance of this agreement.



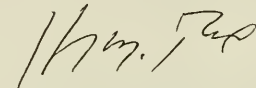
Memo to Government Efficiency and Labor Committee  
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**Comments:**

1. Ms. Paula Jesson of the City Attorney's Office reports that the proposed cooperative agreement contains a standard State indemnification clause. Ms. Jesson advises that the risk of liability to the City appears small. According to the DPH, the City has contracted with the State for these services for the past 16 years.

2. As noted above, the proposed agreement has an effective date of July 1, 1994. As such, the proposed resolution provides for entering into the proposed agreement retroactively.

**Recommendation:** Excluding the proposed indemnification clause, which we consider to be a policy matter for the Board of Supervisors, approve the proposed resolution.



Harvey M. Rose

cc: Supervisor Hallinan  
Supervisor Ammiano  
Supervisor Teng  
President Shelley  
Supervisor Kaufman  
Supervisor Migden  
Supervisor Alioto  
Supervisor Bierman  
Supervisor Hsieh  
Supervisor Kennedy  
Supervisor Leal  
Clerk of the Board  
Chief Administrative Officer  
Controller  
Teresa Serata  
Robert Oakes  
Ted Lakey



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Memo to Government Efficiency and Labor Committee  
March 14, 1995 Government Efficiency and Labor Committee Meeting

Item 7 - File 172-95-7

**Department:** Department of Public Health (DPH)  
Community Public Health Services (CPHS)

**Item:** Resolution authorizing the Director of Health to execute an agreement, with the University of California at San Francisco (UCSF) for the provision of medical services to Medi-Cal beneficiaries by DPH, Community Public Health Services clinic physicians. The agreement would provide that the City holds harmless and indemnifies UCSF from liability in connection with the services provided.

**Description:** Currently, numerous health care providers, including hospitals, non-profit health care providers and private health care providers, provide health care on a fee-for-service basis, whereby the State Department of Health Services (SDHS) uses Medi-Cal funds to reimburse health care providers after the medical service has already been rendered.

However, as an alternative to this system, SDHS has undertaken the development of a "managed care" system, in which each of two managed care plans in each county would receive from SDHS a periodic payment of a "capitated" amount, which is the sum of negotiated payment rates for all Medi-Cal beneficiaries enrolled by that particular managed care plan, prior to the rendering of medical services. These two managed care plans would then contract with local health care providers for the provision of medical services to Medi-Cal beneficiaries who enroll in the managed care plan. In return, the provider of these medical services would receive "capitated" payments from the managed care plan on a prepaid, monthly basis, based on rates that are stipulated in an agreement. SDHS has authorized PacifiCare of California, a private Health Maintenance Organization (HMO), to serve as an interim managed care plan.

In December of 1994, the City entered into an agreement with PacifiCare of California to provide hospital services to Medi-Cal beneficiaries, whereby PacifiCare of California pays "capitated" payments to the City on a monthly basis for these hospital services (File 97-94-76). These hospital services do not include services provided by physicians. PacifiCare of California entered into a companion agreement with UCSF for the provision of physician services. Under the agreement between UCSF and PacifiCare of California, UCSF is responsible for providing a primary care physician for each Medi-Cal enrollee.

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**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

**REVISED**

If approved, the proposed resolution would authorize the Director of Health to execute an agreement, that (1) provides that the City holds harmless and indemnifies UCSF from liability in connection with the services provided under the agreement, (2) UCSF would pay the City monthly "capitated" payments for medical care rendered by physicians of DPH's, Community Public Health Services clinics who would serve as primary care physicians for Medi-Cal enrollees covered by the UCSF-PacificCare contract (3) the proposed agreement would provide that UCSF would withhold 25% of the percentage of the monthly "capitation" payments due to the City under the agreement and place the withholding in a hospital risk pool account as an incentive to DPH to refer enrollees to other doctors within the managed care plan, versus to doctors outside of the managed care plan, (DPH will share in any, as of yet undetermined, surplus or deficit of the hospital risk pool up to an amount not to exceed DPH's 25 percent withheld contribution to the hospital risk pool) and (4) the Director of Health has the authority to execute amendments to the agreement, in the event, for example, the State requirements are revised, thus impacting this agreement. Any such amendments to the proposed agreement would not be subject to approval by the Board of Supervisors.

**Comments:**

1. As previously noted, under the proposed agreement, DPH would receive monthly payments of a "capitated" amount from UCSF. Capitated payments put Medi-Cal health care providers, such as DPH, at an increased risk because such providers have to agree to accept responsibility for providing services in exchange for a set payment, regardless of the amount of services that may be provided to its clients. To mitigate this risk, the proposed agreement includes a provision that would provide reinsurance coverage to DPH through the SDHS administered Risk Limitation Program. Through the Reinsurance Program, the City would be fully responsible for the cost of services provided to Medi-Cal clients up to a certain agreed-upon amount per Medi-Cal client per year. UCSF would reimburse DPH any amount in excess of this threshold amount. According to an analysis performed by UCSF, the net estimated maximum cost to the City of purchasing this reinsurance coverage for services provided beyond the threshold amount is \$20,000 per year. This cost would be deducted from the monthly capitation payments that the City would receive from UCSF.

2. The proposed services are scheduled to commence in April, 1995.

**BOARD OF SUPERVISORS****BUDGET ANALYST**

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

March 28, 1995

**TO:** Government Efficiency and Labor Committee  
**FROM:** Budget Analyst  
**SUBJECT:** March 28, 1995 Government Efficiency and Labor Committee Meeting

Item 1a - File 153-95-1

**Department:** Department of Social Services (DSS)

**Item:** Resolution authorizing the Department of Social Services to apply for retroactively, accept, and expend a Federal grant in the amount of \$1,281,510 from the U.S. Department of Housing and Urban Development (HUD) for the period of July 1, 1995 through June 30, 1998, to establish (1) a Homeless Prevention Family Support Center to provide centralized access to emergency and support services, and housing for families who are homeless or are at-risk of homelessness, and (2) a Childcare Program; and waiving indirect costs.

**Grant Amount:** Homeless Prevention Family Support Center \$647,910  
Childcare Program 633,600  
Total \$1,281,510

**Grant Period:** Three years, from July 1, 1995 through June 30, 1998.

**Source of Funds:** U.S. Department of Housing and Urban Development (HUD)

**Project:** Homeless Prevention Family Support Center and Childcare Program



**Description:**

The proposed new Federal grant funds would be used by DSS to establish (1) a Homeless Prevention Family Support Center and (2) a Childcare Program. The purpose of the Homeless Prevention Family Support Center would be to offer a single point of entry for access to emergency shelter, rental assistance, legal services, hotel vouchers, housing referral and placement, income stabilization, childcare referrals, and linkages to health and other support services. The proposed Homeless Prevention Family Support Center would serve an estimated 430 unduplicated families who are homeless or at risk of homelessness annually. The Childcare Program would serve up to 40 unduplicated children annually.

In order to operate the Homeless Prevention Family Support Center, DSS would contract with a non-profit organization selected through a Request For Proposal (RFP) process, which is currently underway. DSS would enter into a separate sole-source contract with the Holy Family Day Home to provide services for the Childcare Program. The Holy Family Day Home was identified in the original HUD application as the provider of childcare services for homeless families referred by the Homeless Prevention Family Support Center. According to Ms. Maggie Donahue of DSS, the Holy Family Day Home was selected because (1) the Holy Family Day Home has the necessary space to provide these services immediately, and (2) the Holy Family Day Home was identified by DSS as having the capacity to accommodate 32 new children at one time. The Holy Family Day Home is a non-profit agency that has been providing daycare for low-income families for 82 years.

**Budget:**

**(1) Homeless Prevention Family Support Center:**

The budget for the Homeless Family Support Center is estimated to be approximately \$293,205 per year for the term of the three year contract, or \$879,615 in total. Of this total, the proposed grant funds would provide \$215,970 per year for the term of the three year contract, or \$647,910 in total. DSS would provide a match of \$77,235 per year from its 1995-96, 1996-97 and 1997-98 budgets for the term of the three year contract, or \$231,705 in total. Ms. Donahue advises that the funds provided by DSS are not required matching funds by HUD. However, DSS would contribute these funds to the Homeless Prevention Family Support Center so that the Center could be funded at a level to meet its intended objectives. DSS has not yet selected a contractor to operate the Homeless Prevention Family Support Center and therefore does not yet have the various budget details.



**(2) Childcare Program:**

The budget for the Childcare Program is estimated to be approximately \$211,200 per year for the term of the three year contract, or \$633,600 in total. As noted above, DSS selected the Holy Family Day Home to operate the Childcare Program. The budget details for the Childcare Program are provided below.

**Holy Family Day Home**

| <u>Personnel</u>        | Year 1        | Year 2        | Year 3        |
|-------------------------|---------------|---------------|---------------|
| Site Director (.38 FTE) | \$11,400      | \$11,856      | \$12,330      |
| Head Teachers (2.0 FTE) | 50,000        | 52,000        | 54,080        |
| Teachers (2.0 FTE)      | 44,000        | 45,760        | 47,590        |
| Aide (2.0 FTE)          | 39,000        | 40,560        | 42,182        |
| Cook (.38 FTE)          | 8,360         | 8,694         | 9,042         |
| Housekeeper (.38 FTE)   | 5,134         | 5,339         | 5,553         |
| Fringe Benefits @ 10%   | <u>15,789</u> | <u>16,420</u> | <u>17,077</u> |
| Subtotal                | 173,683       | 180,629       | 187,854       |

| <u>Operating Expenses</u> | Year 1       | Year 2       | Year 3   |
|---------------------------|--------------|--------------|----------|
| Classroom Supplies        | 3,591        | 3,601        | 4,010    |
| Office Supplies           | 4,100        | 2,000        | 0        |
| Food Costs                | 4,400        | 4,400        | 5,000    |
| Maintenance Costs         | 5,000        | 2,000        | 2,000    |
| Rent                      | 12,336       | 12,336       | 12,336   |
| Utilities                 | <u>8,090</u> | <u>6,234</u> | <u>0</u> |
| Subtotal                  | 37,517       | 30,571       | 23,346   |

|       |           |           |           |
|-------|-----------|-----------|-----------|
| Total | \$211,200 | \$211,200 | \$211,200 |
|-------|-----------|-----------|-----------|

|                   |           |
|-------------------|-----------|
| Three Year Total: | \$633,600 |
|-------------------|-----------|

**Required Match:** None

**Indirect Costs:** None

**Comments:** 1. Ms. Donahue advises that HUD regulations permit grant proposals to include indirect costs of up to five percent. However, Ms. Donahue advises that DSS decided not to include indirect costs in the grant proposal because (1) DSS would like all of the funds to be used for direct services, and (2) DSS would be more competitive in its grant application, without the inclusion of indirect costs in the proposal.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

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2. As noted above, a contractor has not been selected to administer the Homeless Prevention Family Support Center program. As such, \$647,910 should be placed on reserve pending selection of a contractor and submission of budget details.

3. DSS has prepared a Disability Access Checklist for the Holy Family Day Home, which is on file with the clerk of the Board's Office.

**Recommendations:** 1. In accordance with Comment No. 2 above, amend the proposed resolution to reserve \$647,910 for the Homeless Prevention Family Support Center program, pending selection of a contractor and budget details.

2. Except for the waiver of indirect costs, which we consider to be a policy decision for the Board of Supervisors, approve the proposed resolution as amended.

Item 1b - File 192-95-2

**Department:** Department of Parking and Traffic (DPT)

**Item:** Resolution authorizing the Department of Parking and Traffic to apply for, accept and expend up to \$1,315,000 in Federal funds for various hazard elimination safety projects, foregoing reimbursement of indirect costs.

**Grant Amount:** \$1,315,000

**Grant Period:** May 1, 1995 through the completion of the project.

**Source of Funds:** Federal Highway Administration

**Project:** Hazard Elimination Safety Program

**Description:** The proposed Federal grant funds would be used to pay for the six hazard elimination safety projects as follows: (1) the installation of raised pavement markers at various locations, (2) a street light upgrade at Dewey Circle, (3) the installation of impact attenuators (crash cushions) at Geary Street and Webster Street, (4) the lowering of Evans Avenue East of Mendell Street, (5) the widening of Fulton Street between Arguello Boulevard and Stanyan Street, and (6) the grooving of the pavement on portions of O'Shaughnessy Boulevard, Sunset Boulevard and Laguna Honda Boulevard.

The total cost for these projects is \$1,455,000. The DPT advises that the Federal grant will cover up to 90.4 percent or \$1,315,000 of the total costs. The remaining 9.6 percent, or \$140,000 of the total cost for these projects, would be used for required local matching funds. Mr. Tom Sorrentino of DPT advises that DPT would use previously appropriated Sales Tax revenue (Transportation Authority funds) for the required local match.

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**Budget:** The detailed budgets for the Hazard Elimination Safety Program projects are as follows:

|   |      | <b>FTE</b> | <b>Federal Grant</b> | <b>Required Match</b> | <b>Total</b>   |
|---|------|------------|----------------------|-----------------------|----------------|
| <b><u>Installation of Raised Pavement Markers</u></b> |      |            |                      |                       |                |
| <u>Personnel</u>                                      |      |            |                      |                       |                |
| Shop Supervisor                                       | 0.25 |            | \$12,500             | \$1,390               | \$13,890       |
| Technician  | 0.59 |            | 25,000               | 2,780                 | 27,780         |
| Installers  | 1.73 |            | <u>87,500</u>        | <u>9,730</u>          | <u>97,230</u>  |
|   | 2.57 |            | \$125,000            | \$13,900              | \$138,900      |
| Overhead  |      |            | <u>55,000</u>        | <u>6,100</u>          | <u>61,100</u>  |
| Subtotal  |      |            | \$180,000            | \$20,000              | \$200,000      |
| Materials   |      |            | <u>90,000</u>        | <u>10,000</u>         | <u>100,000</u> |
| TOTAL   |      |            | \$270,000            | \$30,000              | \$300,000      |

**Street Light Upgrade at Dewey Circle**

|                      |      |  |               |              |               |
|----------------------|------|--|---------------|--------------|---------------|
| <u>Personnel</u>     |      |  |               |              |               |
| Electrical Engineer  | 0.07 |  | \$4,680       | \$ 520       | \$5,200       |
| Associate Electrical | 0.20 |  | <u>10,935</u> | <u>1,215</u> | <u>12,150</u> |
|                      | 0.27 |  | \$15,615      | \$1,735      | \$17,350      |
| Overhead             |      |  | <u>6,885</u>  | <u>765</u>   | <u>7,650</u>  |
| Subtotal             |      |  | \$22,500      | \$2,500      | \$25,000      |
| Materials            |      |  | <u>45,500</u> | <u>4,500</u> | <u>50,000</u> |
| TOTAL                |      |  | \$68,000      | \$7,000      | \$75,000      |

**Installation of Impact Attenuators at Geary Boulevard and Webster Street**

|                             |  |  |                 |            |                 |
|-----------------------------|--|--|-----------------|------------|-----------------|
| <u>Personnel</u>            |  |  | \$0             | \$0        | \$0             |
| <u>Contractual Services</u> |  |  | <u>\$40,000</u> | <u>\$0</u> | <u>\$40,000</u> |
| TOTAL                       |  |  | \$40,000        | \$0        | \$40,000        |

**Lowering of Evans Avenue east of Mendell Street**

|                            |      |  |         |       |         |
|----------------------------|------|--|---------|-------|---------|
| <u>Personnel</u>           |      |  |         |       |         |
| Senior Traffic Engineer    | 0.03 |  | \$2,187 | \$243 | \$2,430 |
| Traffic Engineer           | 0.07 |  | 4,374   | 486   | 4,860   |
| Associate Traffic Engineer | 0.08 |  | 4,374   | 486   | 4,860   |

**BOARD OF SUPERVISORS  
 BUDGET ANALYST**

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|                             | <b>FTE</b>  | <b>Federal Grant</b> | <b>Required Match</b> | <b>Total</b>   |
|-----------------------------|-------------|----------------------|-----------------------|----------------|
| Senior Civil Engineer       | 0.08        | 6,570                | 730                   | 7,300          |
| Civil Engineer              | 0.14        | 8,730                | 970                   | 9,700          |
| Associate Civil Engineer    | <u>0.32</u> | <u>17,505</u>        | <u>1,945</u>          | <u>19,450</u>  |
|                             | 0.72        | \$43,740             | \$4,860               | \$48,600       |
| Overhead                    |             | <u>19,260</u>        | <u>2,140</u>          | <u>21,400</u>  |
| Subtotal                    |             | \$63,000             | \$7,000               | \$70,000       |
| <u>Contractual Services</u> |             | <u>207,000</u>       | <u>23,000</u>         | <u>230,000</u> |
| <b>TOTAL</b>                |             | \$270,000            | \$30,000              | \$300,000      |

**Widening of Fulton Street between Arguello Blvd & Stanyan Street**

|                             |             |                |               |                |
|-----------------------------|-------------|----------------|---------------|----------------|
| <u><b>Personnel</b></u>     |             |                |               |                |
| Senior Traffic Engineer     | 0.05        | \$4,410        | \$490         | \$4,900        |
| Traffic Engineer            | 0.14        | 8,820          | 980           | 9,800          |
| Associate Traffic Engineer  | 0.16        | 8,820          | 980           | 9,800          |
| Senior Civil Engineer       | 0.16        | 13,050         | 1,450         | 14,500         |
| Civil Engineer              | 0.28        | 17,550         | 1,950         | 19,500         |
| Associate Civil Engineer    | <u>0.65</u> | <u>34,850</u>  | <u>3,875</u>  | <u>38,725</u>  |
|                             | 1.44        | \$87,500       | \$9,725       | \$97,225       |
| Overhead                    |             | <u>38,500</u>  | <u>4,275</u>  | <u>42,775</u>  |
| Subtotal                    |             | \$126,000      | \$14,000      | \$140,000      |
| <u>Contractual Services</u> |             | <u>414,000</u> | <u>46,000</u> | <u>460,000</u> |
| <b>TOTAL</b>                |             | \$540,000      | \$60,000      | \$600,000      |

**Pavement Grooving at O'Shaughnessy Blvd., Sunset Blvd., Laguna Honda Blvd.**

|                             |             |                |               |                |
|-----------------------------|-------------|----------------|---------------|----------------|
| <u><b>Personnel</b></u>     |             |                |               |                |
| Civil Engineer              | 0.09        | \$ 5,625       | \$ 625        | \$ 6,250       |
| Associate Civil Engineer    | <u>0.24</u> | <u>13,095</u>  | <u>1,455</u>  | <u>14,550</u>  |
|                             | 0.33        | \$18,720       | \$2,080       | \$20,800       |
| Overhead                    |             | <u>8,280</u>   | <u>920</u>    | <u>9,200</u>   |
| Subtotal                    |             | \$27,000       | \$3,000       | \$30,000       |
| <u>Contractual Services</u> |             | <u>100,000</u> | <u>10,000</u> | <u>110,000</u> |
| <b>TOTAL</b>                |             | \$127,000      | \$13,000      | \$140,000      |
| <b>Total Grant Project</b>  |             | \$1,315,000    | \$140,000     | \$1,455,000    |

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**Required Match:** \$140,000, (9.6 percent of the total project cost)

**Indirect Costs:** None. The Federal Highway Administration prohibits the use of these grant funds for indirect costs.

**Comments:**

1. Mr. Sorrentino advises that DPT has not, as yet, selected the contractors for the six hazard elimination safety projects. As such, the proposed resolution should be amended to reserve a total of \$840,000 for the proposed contract cost for contractual services pending DPT's selection of contractors, the MBE/WBE status of the contractors, and the contract cost details.

2. Mr. Sorrentino advises that DPT has already submitted the grant application for the proposed grant funds. Therefore, the proposed legislation should be amended to authorize the DPT to apply for the proposed grant retroactively. As noted above, the grant has a start-up date of May 1, 1995. However, Mr. Sorrentino advises that no expenditures have been incurred against these proposed grant funds.

3. Attached is a grant summary, as prepared by DPT, for the proposed grant.

4. The DPT has prepared a Disability Access Checklist for the proposed grant, which is on file with the Clerk of the Board.

**Recommendations:** 1. Amend the proposed resolution to reserve \$840,000 of the grant amount pending the DPT's selection of contractors, the MBE/WBE status of the contractors, and the contract cost details.

2. Amend the proposed resolution to authorize DPT to apply for the proposed grant retroactively.

3. Approve the proposed resolution as amended.



## Grant Application Information Form

A document required to accompany a proposed resolution  
Authorizing a Department to Apply for a Grant

Board of Supervisors  
Clerk of the Board

Following describes the grant referred to in the accompanying  
tion:

ent: Parking and Traffic

Person: Tom Sorrentino Telephone: 554-2345

Title: Hazard Elimination Safety (HES) Program

Source: Federal Highway Administration

(New / ~~Continuation~~) Grant Project Summary:

These funds will be used for the installation of raised pavement markers at various locations; for the street light upgrade at Dewey Circle; for the installation of impact attenuators at Geary and Webster Streets; for the lowering of Evans Avenue east of Mendell Street; for the widening of Fulton Street between Arguello Boulevard and Stanyan Street; and for the grooving of the pavement on portions of O'Shaughnessy, Sunset and Laguna Honda Boulevards.

Grant Funding Applied for: \$1,315,000

Funding Amount Available: Unknown

Matching Funds: \$140,000

Positions Created and Funded: -0-

to be Spent on Contractual Services: \$840,000

Contractual Services be put out to Bid? Yes



Item 1c - File 94-94-3.1

**Department:** Public Utilities Commission (PUC)  
Hetch Hetchy Water & Power/Bureau of Energy Conservation.

**Item:** Release of reserved funds in the amount of \$8,940, for travel expenses in connection with an energy management project.

**Amount:** \$8,940

**Source of Funds:** United States Department of Energy, Urban Consortium for Technology Initiatives Energy Task Force

**Description:** The Board of Supervisors previously approved legislation authorizing the PUC to apply for, accept and expend Federal grant funds in the amount of \$100,000, in connection with an energy management project. At the same time, the Board placed \$8,940, allocated for travel, on reserve, pending the PUC's submission of budget details. The PUC is now requesting that the \$8,940 be released from reserve for project related trips to Burlington, Vermont and between San Francisco and San Diego.

The PUC advises that the \$8,940 in travel costs will be expended for two projects related to energy management as follows:

R & D Project

Two Energy Task Force Unit Meetings  
held in Burlington, Vermont:

|   |            |
|---|------------|
| Airfare (2 staff x 2 trips x \$525)                   | \$2,100    |
| Hotel (2 staff x 2 trips x 3 nights x \$75/per night) | 900        |
| Meals (2 staff x 2 trips x 4 days x \$35/per day)     | <u>560</u> |
| Subtotal  | \$3,560    |

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Memo to Government Efficiency and Labor Committee  
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Transfer Project

Two Energy Task Force Unit Meetings  
held in Burlington, Vermont: \*

|   |           |
|---|-----------|
| Airfare (2 staff x 2 trips x \$525)                   | \$2,100   |
| Hotel (2 staff x 2 trips x 3 nights x \$75/per night) | 900       |
| Meals (2 staff x 2 trips x 4 days x \$35/per day)     | 560       |
| Three Trips to San Diego:                             |           |
| Airfare (2 staff x 3 trips x \$150)                   | 900       |
| Hotel (2 staff x 3 trips x 1 night x \$75/per night)  | 450       |
| Meals (2 staff x 3 trips x 1 day x \$35/per day)      | 210       |
| One Trip from San Diego to San Francisco:             |           |
| Airfare (1 San Diego staff x 1 trip)                  | 150       |
| Hotel (1 night)                                       | 75        |
| Meals (1 day)   | <u>35</u> |
| Subtotal  | \$5,380   |
| Total   | \$8,940   |

\* One of the two staff designated to take these two trips is employed with San Diego County.

**Comment:**

Mr. John Deakin, Director of the Bureau of Energy Conservation, advises that travel costs for San Diego County staff are, with the approval of the Federal grantor, paid for from these grant funds as compensation for their contribution to the development of the energy management. Elements of the projects include (1) developing improved energy demand management programs for City departments including incentive programs to return the benefits of energy efficiency to the responsible departments, (2) developing the City's energy efficient materials purchasing process, (3) developing a program for disposal of toxic lighting materials and (4) preparing a written Energy Management Guide on these and other energy issues for City staff. Mr. Deakin states that recommendations developed during the course of these projects will be tested in San Diego to help ensure their applicability to other jurisdictions.

**Recommendation:** Approve the proposed release of reserved funds.

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Item 3 - File 27-95-6

**Department:** San Francisco International Airport

**Item:** Ordinance approving Modification No. 3 of the Lease and Use Agreement between Philippine Airlines, Inc. and the City and County of San Francisco acting by and through its Airport Commission.

**Description:** On January 1, 1983, Philippine Airlines, Inc. and the City and County of San Francisco entered into a Lease and Use Agreement for Philippine Airlines to lease from the Airport 4,705 square feet of joint use space in the International Terminal Building.

The proposed lease modification would allow Philippine Airlines to relinquish a portion of this 4,705 square feet of leased, joint use space to provide room for the relocation of the Lufthansa Airlines Baggage Service Office and the U.S. Office of the Drug Enforcement Agency (DEA). These two offices are being relocated from the South side, lower level of the International Terminal to the North side, lower level of the International Terminal, in order to allow for the expansion of the Airport's Medical Clinic. Of the 4,705 square feet in joint use space, approximately 4,357 square feet currently contains a little-used domestic baggage carousel and is jointly used by Philippine Airlines and United Air Lines, Inc. Both airlines have agreed to relinquish this space. Mr. Bob Rhoades of the Airport advises that a proposed modification pertaining to the lease with United Air Lines is in separate legislation which is pending before the Board of Supervisors.

Airport space categories are defined as follows:

- Category I: Ticket Counters and Hold Rooms (waiting areas by gates)
- Category II: Ticket Counter Back Offices, VIP Clubs, Baggage Claim Lobbies
- Category III: Administrative and Operations Offices
- Category IV: Baggage Handling Areas

**Comments:** 1. The proposed Modification No. 3 to the agreement with Philippine Airlines was adopted on January 20, 1995 by Airports Commission Resolution No. 95-0036.

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2. The proposed ordinance would decrease Philippine Airlines Category II, Joint Use space by 4,357 square feet from 4,705 square feet to 348 square feet. The current and proposed amounts of joint use space that would be leased to Philippine Airlines under proposed Modification No. 3 are as follows:

| <u>Joint Use Space</u> | <u>Current.<br/>Sq. Ft.</u> | <u>Proposed<br/>Sq. Ft.</u> | <u>Change</u> |
|------------------------|-----------------------------|-----------------------------|---------------|
| Category I             | 36,876                      | 36,876                      | 0             |
| Category II            | 4,705                       | 348                         | (4,357)       |
| Category III           | 1,373                       | 1,373                       | 0             |
| Category IV            | 17,110                      | 17,110                      | 0             |

3. The Airport has billed Philippine Airlines using a formula based on passenger usage of the subject 4,357 square feet of joint use space being relinquished. According to Mr. Rhoades, the space was seldom used and revenues for the 1994 calendar year totaled approximately \$62,000. Mr. Rhoades advises that the total revenues from the new tenants, the Lufthansa Baggage Service Office and the U.S. Drug Enforcement Agency, are estimated at \$155,000 annually for this space, or an annual estimated increase of \$93,000.

4. According to Mr. Rhoades, the Airport took possession of the subject 4,357 square foot in joint use space on February 7, 1995 to begin construction on facilities for the two new tenants who are expected to begin leasing the subject space in April, 1995. Therefore, the title and body of the proposed ordinance should be amended to provide for the retroactivity of the subject modification.

**Recommendation:** Amend the title and body of the proposed legislation to include that the proposed ordinance is retroactive and approve the proposed ordinance, as amended.



Item 4 - File 47-95-8

**Department:** Real Estate

**Item:** Resolution accepting Hawthorne Street Restaurant Partners, a California Limited Partnership, as licensee of certain parking spaces at the Moscone Center Garage.

**Description:** The proposed resolution would approve a license agreement between the City and the Hawthorne Street Restaurant Partners that would allow the Hawthorne Street Restaurant Partners to rent 25 parking spaces in the Moscone Center Garage for the purpose of providing valet parking to the patrons of the Hawthorne Street Restaurant, located adjacent to the Moscone Center Garage. The Moscone Center Garage is located at 255 Third Street.

The Hawthorne Street Restaurant Partners would pay \$3,750 monthly, or \$45,000 annually to utilize the 25 parking spaces. The monthly amount of \$3,750 is based on the current monthly parking rate of \$150 per space at the Moscone Center Garage. The term of the license agreement would be five years beginning June 1, 1995 and ending May 31, 2000, with an option for one five year extension. All 25 of the proposed parking spaces are located in the basement of the Moscone Center Garage.

**Comments:** 1. According to Ms. Claudine Venegas, on average there are 250 vacant spaces during the daytime hours, and 500 vacant spaces during the evening hours in the Moscone Center Garage. As such, this license agreement would provide additional revenues of \$45,000 annually for the General Fund. Ms. Venegas advises that no other vendors have approached the City to enter into a license agreement for a similar arrangement for the use of parking spaces at the Moscone Center Garage.

2. Ms. Venegas advises that the Hawthorne Street Restaurant Partnership will not enter into the license agreement, unless the license agreement is executed by June 1, 1995 because the Hawthorne Street Restaurant Partnership is planning to have the valet services available when the Hawthorne Street Restaurant opens. The Hawthorne Street Restaurant is scheduled to open on June 1, 1995.

**Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.

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Items 5 and 6 - Files 93-95-1 and 103-95-1

**Department:** Department of Human Resources  
Employee Relations Division

**Items:** Item 6, File 93-95-1 - Resolution ratifying the Memorandum of Understanding with the Service Employee International Union (SEIU) Local 790 for regularly scheduled staff nurses and as needed per diem Nurses .

Item 7, File 103-95-1 - Ordinance adjusting and fixing the schedules of compensation to be paid under the provisions of Charter Section 8.403 to employees occupying the following classifications: 2320 Registered Nurse, 2323 Clinical Nurse Specialist, 2330 Anesthetist, 2340 Operating Room Nurse, 2830 Public Health Nurse, and 2328 Nurse Practitioner .

**Description:** The proposed resolution (File 93-95-1) would ratify a Memorandum of Understanding (MOU) between the City and the SEIU Local 790 concerning wages, hours and other terms of employment for the classifications represented by the SEIU Local 790. These classifications are as follows:

| <u>Class</u> | <u>Title</u>              | Number of<br>Positions In<br>1994-95 Annual<br><u>Salary Ordinance</u> | Annual<br>Salary<br>at the<br><u>Top Step</u> |
|--------------|---------------------------|--|---|
| 2320         | Registered Nurse          | 1,024  | \$56,454                                      |
| 2323         | Clinical Nurse Specialist | 37   | \$68,408                                      |
| 2330         | Anesthetist               | 7  | \$94,821                                      |
| 2340         | Operating Room Nurse      | 32   | \$59,278                                      |
| 2830         | Public Health Nurse       | 84   | \$71,827                                      |
| 2328         | Nurse Practitioner        | 38   | \$71,514                                      |
| P103         | Special Nurse (as needed) | N/A  | N/A   |

The proposed ordinance (File 103-95-1) would implement the fiscal provisions of the proposed MOU. As stated in the proposed legislation, the term of the proposed MOU would be for the period May 1, 1994 through April 30, 1996.

The proposed MOU includes the following major changes in fiscal provisions from the prior MOU:

Schedule of Compensation

There shall be a two percent wage increase in FY 1995-96 for each classification covered by this MOU. The Controller's estimated cost of this provision for FY 1995-96 is \$1,584,598

**BOARD OF SUPERVISORS**  
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for salaries plus \$209,484 in related fringe benefits for a total increase of \$1,794,082.

Retirement Costs

Effective January 1, 1995, the City shall "pick up" one percent of the current 7.5 percent of employee's share of retirement costs. Effective July 1, 1995, the City's "pick up" of these costs shall increase to three percent of the employee's share of retirement costs. The Controller's estimated cost of this provision is \$364,730 for FY 1994-95 and \$1,447,298 for FY 1995-96.

Dental Insurance

Retroactive to July 1, 1994, dental insurance costs for each of the classifications covered by this MOU increased by \$29.85 from \$63.50 per month to \$93.35 per month. The Controller's estimated costs for this increase for FY 1994-95 is \$431,631.

**Comments:**

1. In summary, the increased annual costs to the City for the fiscal provisions noted above, are estimated as follows:

|                  | FY<br><u>1994-95</u> | FY<br><u>1995-96</u> |
|------------------|----------------------|----------------------|
| Wage Increase    | 0                    | \$1,794,082          |
| Retirement Costs | 354,730              | 1,447,298            |
| Dental Insurance | <u>431,631</u>       | <u>0*</u>            |
| Total            | \$786,361            | \$3,241,380          |

\* The zero costs estimate for FY 1995-96 assumes no increase in dental insurance rates.

The Budget Analyst concurs with the estimated costs of the Controller for the increased benefits which are identified in the MOU.

**Recommendation:** Approval of the proposed legislation is a policy matter for the Board of Supervisors.

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Item 7 - File 172-95-9

|                     |  |
|---------------------|--|
| <b>Department:</b>  | San Francisco Water Department   |
| <b>Item:</b>        | Resolution approving a Joint Powers Agreement with San Mateo County to allow for the performance of an environmental study for the San Francisco Water Department's Lower Crystal Springs Dam Abutment Project and San Mateo County's Bridge Replacement Project.  |
| <b>Description:</b> | <p>Mr. John Mullane of the Water Department advises that the State Division of Safety of Dams (DSOD) has concluded that excessive erosion of the foundation of the San Francisco Water Department's Lower Crystal Springs Dam would jeopardize the dam's safety if the water level were allowed to reach its historic maximum. Therefore, DSOD has restricted the amount of water that can be stored behind the dam to below the maximum. The DSOD has also found that the highway bridge on top of the dam is not seismically safe. This bridge is owned by San Mateo County. The DSOD has ordered improvements to both the dam and the highway bridge before water levels can be returned to their maximum level.</p> <p>Both San Francisco and San Mateo counties have agreed to combine the two projects in order to make them more cost effective. San Francisco would coordinate the environmental review work because of the greater environmental impact of the improvements to the dam. The Board of Supervisors of San Mateo County has previously approved a resolution similar to the proposed resolution for a Joint Powers Agreement between the two counties providing for the environmental review of this combined project.</p> |
| <b>Comments:</b>    | <p>1. Mr. Suresh Patel of the Water Department advises that funding for the environmental review, estimated at a total cost of \$74,860 including \$22,000 (29.4%) for San Mateo County and \$52,860 (70.6%) for the City and County of San Francisco, was approved as part of the Water Department's FY1991-92 budget. Such costs were based on the contractor's bid. According to Mr. Patel, the reason that San Francisco is paying for 70.6 percent of the total environmental review cost is because a larger area must be surveyed to determine the environmental impact of the improvements to the San Francisco dam than that surveyed for the San Mateo County highway bridge. The Attachment, provided by Mr. Patel, explains the basis for the 70.6 % share to be paid by San Francisco.</p>  |

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2. According to Mr. Mullane, another Joint Powers Agreement will be submitted to the Board of Supervisors for approval in order to authorize a single construction contract for both San Francisco's Lower Crystal Springs Dam Abutment Project and San Mateo County's Bridge Replacement Project.

**Recommendation:** Approve the proposed resolution.



PUBLIC UTILITIES COMMISSION  
CITY AND COUNTY OF SAN FRANCISCO



FRANK M. JORDAN, MAYOR

ANSON B. MORAN, GENERAL MANAGER

UTILITIES ENGINEERING BUREAU  
RICHARD E. BRANDT, MANAGER

WATER DEPARTMENT

HETCH HETCHY  
WATER AND POWER

MORTON MILLER  
PRESIDENT  
E. DENNIS NORMANDY  
VICE PRESIDENT  
MARION E. OTSEA  
YASIN SALMA  
ROBERT K. WERBE

ATTACHMENT 1

Subject: Environmental Study for the San Francisco Water Department's Lower Crystal Dam Abutment Project and San Mateo County's Bridge Replacement Project.

The work associated with the environmental study/report for San Francisco's Lower Crystal Springs Dam Abutment Project covers a much wider area and addresses more issues than that associated with San Mateo County's Bridge Replacement Project. Specifically, the area to be studied includes the upstream area of the reservoir, the Lower Crystal Springs dam itself and the downstream area of the dam, including San Mateo Creek. The issues that will be addressed include not only the improvements on the dam (construction of the parapet wall, installation of the gates, construction of stilling basin and related electrical and mechanical work) but also such items as hydrology and water quality, vegetation and wildlife, traffic, cultural resources, noise/air quality, geology/soils and assistance/coordinating with Federal and State agencies for permits.

The environmental work associated with San Mateo County's Bridge Replacement Project is limited to the specific site where the bridge is located (directly on top of the dam). The areas of concern and study are limited to traffic, noise/air quality and water quality.

Suresh Patel,  
Project Manager

budanal.738

Item 8 - File 172-95-10

**Department:** Port of San Francisco  
Chief Administrative Officer (CAO)

**Item:** Resolution authorizing the Port and the CAO to hold the Bay Conservation and Development Commission (BCDC) harmless for claims arising from temporary improvements on the Embarcadero Roadway for construction of the Muni Metro Turnback.

**Description:** The CAO and the Port are requesting an amendment to a permit issued to the City by the BCDC for the construction of Waterfront Transportation Projects, to allow the City to make temporary construction improvements to the Embarcadero Roadway in order to improve traffic and pedestrian flows during the construction of the Muni Metro Turnback. The BCDC is requiring that the amendment to the permit include an indemnification provision wherein the Port and the CAO would hold the BCDC and the State of California harmless for any and all liability associated with the proposed construction improvements. The proposed resolution would authorize the Port and the CAO to execute such an indemnification provision.

**Comments:**

1. On December 19, 1994, the San Francisco Port Commission approved the indemnification agreement.
2. Ms. Julie VanNostern of the City Attorney's Office advises that the proposed indemnification clause holding the State and BCDC harmless is standard indemnification language.

**Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.

Item 9 - File 172-95-12

- Department:** Department of Public Works (DPW)  
Chief Administrative Officer (CAO)
- Item:** Resolution authorizing the City's assumption of damages due to an earthquake in connection with the construction contracts for the seismic retrofit of City Hall and the construction of the new courthouse, pursuant to Section 6.54 of the Administrative Code.
- Description:** Section 6.54 of the Administrative Code provides that all contracts for construction work or improvements on public facilities, may, when authorized by the Board of Supervisors, include a provision that if any such construction work or improvements are damaged or destroyed by an earthquake while such work is in progress, the City, and not the contractor, shall bear the cost of restoring such construction work or improvement to its condition prior to the earthquake. The proposed resolution, if approved, would authorize the inclusion of this provision in the construction contracts for the seismic retrofit of City Hall and the construction of the new courthouse facility pursuant to Section 6.54.
- Comment:** Mr. Keith Grand, Risk Manager of the CAO advises that State law provides that in the event of an earthquake, a contractor is responsible for paying for damages of up to 5 percent of the cost of the construction contract. In the case of the City Hall contract, which is \$102,877,000, such damages would total \$5,143,850. According to Mr. Grand, it is very difficult and costly for a contractor to obtain earthquake liability insurance and, even if such insurance could be obtained, it would provide limited coverage. Further, Mr. Grand notes that if contractors are required to obtain earthquake liability insurance, the contractors would in turn include the cost of such insurance in their bid amounts submitted to the City.
- Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.



Item 10 File 172-95-13

**Department:** Chief Administrative Officer (CAO)

**Item:** Resolution authorizing the Chief Administrative Officer to enter into an agreement with members of the United Nations Plaza Project Committee, whereby the City will indemnify and hold harmless said members from damages arising out of improvements to the United Nations Plaza.

**Description:** The Board of Supervisors previously approved legislation authorizing the City's acceptance of a gift from the San Francisco Foundation, valued at \$350,000, for improvements to the United Nations Plaza (File 38-94-13).

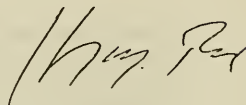
The CAO advises that the United Nations Plaza Project Committee, which is composed of representatives of the San Francisco Foundation and other representatives of the community, have requested that the City agree to hold them harmless from any damages which may result from the above-noted improvement project. The proposed hold harmless agreement would hold the members of the Committee harmless from any claims for damages resulting from the members' involvement in the improvement project, provided that such claims are not the result of gross negligence or intentional misconduct on the part of the Committee members.

**Comment:** The CAO has requested that this item be continued to the Government Efficiency and Labor Committee meeting on April 11, 1995, in order to give the CAO additional time to provide more detailed information on the composition of the Committee and whether this hold harmless agreement would pose any undue liability on the City.

**Recommendation:** Continue the proposed resolution to the Government Efficiency and Labor Committee meeting of April 11, 1995, as requested by the CAO's Office.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

Memo to Government Efficiency and Labor Committee  
March 28, 1995 Government Efficiency and Labor Committee Meeting



Harvey M. Rose

cc: Supervisor Hallinan  
Supervisor Ammiano  
Supervisor Teng  
President Shelley  
Supervisor Kaufman  
Supervisor Migden  
Supervisor Alioto  
Supervisor Bierman  
Supervisor Hsieh  
Supervisor Kennedy  
Supervisor Leal  
Clerk of the Board  
Chief Administrative Officer  
Controller  
Teresa Serata  
Robert Oakes  
Ted Lakey



MAR 31 1995

SAN FRANCISCO  
PUBLIC LIBRARYCALENDAR - - ActionREGULAR MEETING  
GOVERNMENT EFFICIENCY AND LABOR COMMITTEE  
BOARD OF SUPERVISORS  
CITY AND COUNTY OF SAN FRANCISCOTUESDAY, MARCH 28, 1995 - 1:00 P.M.Veterans Building  
401 Van Ness Ave., Room 410

PRESENT: Supervisors Terence Hallinan, Tom Ammiano, Mabel Teng

ABSENT: Supervisor Ammiano - Items 1 - 3, 9 and 10

Supervisor Teng - Items 13 - 15 and for vote on Item 11

CLERK: Gail Johnson

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine, and will be acted upon by a single roll call vote. There will be no separate discussion of these items unless a member of the Committee or the public so requests, in which event the matter shall be removed and considered as a separate item.
  - (a) File 153-95-1. [Grant, Homeless Prevention/Childcare Program] Resolution authorizing the Department of Social Services to apply for retroactively, accept, and expend a Federal grant in the amount of \$1,281,510 from the U.S. Department of Housing and Urban Development for the period of July 1, 1995 through June 30, 1998, to establish a Homeless Prevention Family Support Center and Childcare Program to provide centralized access to emergency and support services, and housing for families who are homeless or are at-risk of homelessness; and waiving indirect costs. (Supervisor Alioto)
  - (b) File 192-95-2. [Grant, Hazard Elimination Safety Program] Resolution authorizing the Executive Director of the Department of Parking and Traffic to apply for, accept and expend up to \$1,315,000 in Federal funds for the installation of raised pavement markers at various locations; for the street light upgrade at Dewey Circle; for the installation of impact attenuators at Geary and Webster Streets; for the lowering of Evans Avenue east of Mendell Street; for the widening of Fulton Street between Arguello Boulevard and Stanyan Street; and for the grooving of the pavement on portions of O'Shaughnessy, Sunset and Laguna Honda Boulevards, foregoing reimbursement of indirect costs. (Department of Parking and Traffic)
  - (c) File 94-94-3.1. [Reserved Funds, PUC] Hearing to consider release of reserved funds, Hetch Hetchy Water & Power Bureau of Energy Conservation (Energy Conservation Grant Funds), in the amount of \$8,940, for travel expenses in connection with energy management project. (Public Utilities Commission)

**ACTION:** Items (a) and (b) removed from the Consent Calendar. Remainder of Consent Calendar recommended.

- a. File 153-95-1. Hearing held. Amended by placing \$647,910 on reserve. Recommended as amended. New title: "Authorizing the Department of Social Services to apply for retroactively, accept, and expend a Federal grant in the amount of \$1,281,510 from the U.S. Department of Housing and Urban Development for the period of July 1, 1995 through June 30, 1998, to establish a Homeless Prevention Family Support Center and Childcare Program to provide centralized access to emergency and support services, and housing for families who are homeless or are at-risk of homelessness; waiving indirect costs; placing \$647,910 on reserve."
- b. File 192-95-2. Hearing held. Amended on page 1, line 2, and on page 2, line 11, after "for", by adding "retroactively". Further amended by placing \$840,000 on reserve. Recommended as amended. New title: "Authorizing the Executive Director of the Department of Parking and Traffic to apply for, retroactively, accept and expend up to \$1,315,000 in Federal funds for the installation of raised pavement markers at various locations; for the street light upgrade at Dewey Circle; for the installation of impact attenuators at Geary and Webster Streets; for the lowering of Evans Avenue east of Mendell Street; for the widening of Fulton Street between Arguello Boulevard and Stanyan Street; and for the grooving of the pavement on portions of O'Shaughnessy, Sunset and Laguna Honda Boulevards, foregoing reimbursement of indirect costs; placing \$840,000 on reserve."
- c. File 94-94-3.1. Release of \$8,940 approved. Filed.

### REGULAR CALENDAR

(Note: It is the intention of the Chair to entertain a motion to table the following item (File 176-95-4):

2. File 176-95-4. [Planned Parenthood] Resolution urging the management of Planned Parenthood to conclude negotiations for a first contract with the Service Employees International Union, Local 790A; supporting the Planned Parenthood employees' desire for an agency shop similar to provisions covering other employees in Alameda and San Francisco counties; reminding Planned Parenthood management of the negative impacts on our communities should a strike occur; resolving that members of the San Francisco Board of Supervisors may, in the event of a strike, be required to explore reallocation of government funds to other agencies providing services similar to that of Planned Parenthood. (Supervisors Hallinan, Bierman)

(Consideration continued from 3/14/95)

ACTION: Tabled (at the request of sponsor).

3. File 27-95-6. [Airport Lease, Philippine Airlines] Ordinance approving Modification No. 3 of Lease and Use Agreement between Philippine Airlines, Inc. and City and County of San Francisco, acting by and through its Airports Commission effective February 7, 1995. (Airports Commission)

ACTION: Hearing held. Amended on line 4, after "approving", by adding "retroactively". Further amended on line 10, after "approves", by adding "retroactively". Recommended as amended. New title: "Approving, retroactively, Modification No. 3 of Lease and Use Agreement between Philippine Airlines, Inc. and City and County of San Francisco, acting by and through its Airports Commission effective February 7, 1995."

4. File 47-95-8. [Moscone Center Garage License Agreement] Resolution accepting Hawthorne Street Restaurant Partners, a California Limited Partnership, as licensee of certain parking spaces at the Moscone Center Garage. (Real Estate Department)

ACTION: Hearing held. Recommended.

5. File 93-95-1. [MOU, Staff and Per Diem Nurses] Resolution ratifying Memorandum of Understanding with SEIU Local 790 for Staff and Per Diem Nurses for the time period of May 1, 1994 through April 30, 1996. (Also see File 103-95-1) (Department of Human Resources)

ACTION: Hearing held. Recommended.

6. File 103-95-1. [Salary Ordinance, Staff Nurses] Ordinance adjusting and fixing schedules of compensation, effective July 1, 1994, to be paid under the provisions of Charter Section 8.403 to employees occupying classifications: 2320 Registered Nurse, 2323 Clinical Nurse Specialist, 2330 Anesthetist, 2340 Operating Room Nurse, 2830 Public Health Nurse, 2328 Nurse Practitioner and P103 Special Nurse; continuing by reference the incorporation of a Memorandum of Understanding between the City and County of San Francisco and SEIU Local 790 (Staff Nurses) which established conditions and benefits of employment other than wages for said classifications. (Also see File 93-95-1) (Department of Human Resources)

ACTION: Hearing held. Recommended.

7. File 172-95-9. [Joint Powers Agreement, San Mateo County] Resolution approving Joint Powers Agreement with San Mateo County to perform environmental study for the San Francisco Water Department's Lower Crystal Springs Dam Abutment Protection Project and San Mateo County's Bridge Replacement Project. (Public Utilities Commission)

ACTION: Hearing held. Recommended.

8. File 172-95-10. [Hold Harmless Agreement, Port - BCDC] Resolution authorizing the Port of San Francisco to hold the Bay Conservation and Development Commission harmless for claims arising for temporary improvements on the Embarcadero Roadway for construction of the Muni Metro Turnback. (Port)

ACTION: Hearing held. Recommended.

9. File 172-95-12. [Waiver, Seismic Retrofit Contracts] Resolution authorizing the City's assumption of damages due to earthquake in the contracts for the seismic retrofit of City Hall and construction of the new courthouse, pursuant to Administrative Code Section 6.54. (Department of Public Works)

ACTION: Consideration continued to April 11, 1995, meeting (at the request of sponsor).

10. File 172-95-13. [Contract, CAO – U.N. Plaza Project Committee] Resolution authorizing the Chief Administrative Officer to enter into an agreement with members of the United Nations Plaza Project Committee whereby the City will indemnify and hold said members harmless from damages arising out of the United Nations Plaza Project. (Chief Administrative Officer)

ACTION: Consideration continued to April 11, 1995, meeting (at the request of sponsor).

11. File 164-95-1. [Hunt Lane] Hearing to consider alternative uses for Hunt Lane. (Supervisor Hallinan)

ACTION: Hearing held. Consideration continued to April 11, 1995, meeting.

12. File 186-95-4. [City Hall Press Room] Hearing to consider availability, distribution and allocation of space in the interim City Hall for use of the City Hall press corps. (Supervisor Hallinan)

ACTION: Hearing held. Consideration continued to the Call of the Chair.

### LITIGATION

The Government Efficiency and Labor Committee of the Board of Supervisors may meet in closed session under the provisions of Government Code Section 54956.9(a) to discuss proposed settlements of the lawsuits listed below, these lawsuits involving the City and County of San Francisco. This motion would be made on the basis that discussion in open session of these proposed settlements would prejudice the position of the City in these lawsuits.

13. File 45-95-9. [Settlement of Litigation, Nicole Abagnaro] Ordinance authorizing settlement of litigation of Nicole Abagnaro against the City and County of San Francisco for \$225,000. (San Bernardino Superior Court No. SCV 04291.) (Supervisor Hallinan)

(Consideration continued from 3/14/95)

ACTION: Recommended.

14. File 46-95-4. [Settlement of Litigation, Pleasant Hill Cremation] Ordinance authorizing settlement of litigation against defendant College Chapel Mortuary of a class action entitled In Re: Pleasant Hill Cremation Cases, with defendant paying \$100,000 into a settlement trust account. (S.F. Superior Court No. 943703) (City Attorney)

ACTION: Recommended.



15. File 48-95-5. [Settlement of Claim, Allison Fisher] Resolution approving the settlement of the unlitigated claim of Allison Fisher by payment of \$60,000. (City Attorney)

ACTION: Recommended.

The Government Efficiency and Labor Committee of the Board of Supervisors may find that it is in the best interests of the City not to disclose any information revealed in its closed session deliberations in the proposed settlements listed above at this time and may move not to disclose any information at this time.





**BOARD OF SUPERVISORS****BUDGET ANALYST**

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

April 10, 1995

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APR 11 1995

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**TO:** Government Efficiency and Labor Committee

**FROM:** Budget Analyst

**SUBJECT:** April 11, 1995 Government Efficiency and Labor Committee Meeting

Item 1a - File 144-93-3.3

**Department:** Port of San Francisco

**Item:** Hearing requesting the release of reserved monies from Federal transportation funds in the amount of \$175,000 for engineering and design services for the historic renovation of the Ferry Building.

**Amount:** \$175,000

**Source of Funds:** U. S. Department of Transportation, Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991, through the California Transportation Commission (CTC)

**Description:** In May of 1993, the Board of Supervisors approved a resolution authorizing the Port to apply for retroactively, accept and expend \$1,000,000 in Federal grant monies from the ISTEA to conduct planning and environmental studies for the renovation of the Ferry Building. The Board reserved the entire \$1,000,000 pending the selection of contractors, the submission of budget details and the MBE/WBE status of the contractors.

Subsequently, the Board approved a total of \$660,223 in two separate releases of such reserved funds for preliminary design, financial feasibility and environmental studies for the renovation of the Ferry Building, thereby leaving a balance of \$339,777 on reserve. The Port is now requesting

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the release of \$175,000 in reserved funds for additional, in-depth architectural, financial and economic analyses.

**Comments:**

1. Mr. Paul Osmundson of the Port states that the Port has selected James Stewart Polshek and Partners, the contractor for the preliminary design and feasibility studies, as prime contractor to perform all of the proposed analyses; and has approved a modification to the original contract between Polshek and Partners and the Port.

2. According to Mr. Osmundson, Polshek and Partners was originally selected as the most qualified firm based on the criteria established in the Port's Request for Proposal (RFP) process. Mr. Osmundson advises that Polshek and Partners will allocate 32 percent of the \$175,000 contract amount or \$56,000 to MBE/WBE firms.

3. Mr. Osmundson has provided the Attachment which includes the name of the contractor, a description of the services to be provided, the names of the subcontractors, descriptions of their services to be provided, the hourly rates, the estimated number of hours, the total estimated allocations to the contractor and subcontractors and the MBE/WBE status of the contractor and subcontractors.

**Recommendation:** Approve the proposed release of reserved funds in the requested amount of \$175,000.

**Contract Modification No #1, Polshek and Partners Architects  
Ferry Building Feasibility Study**

| <b>Firm Name</b>              | <b>Role in Project</b>     | <b>MBE/WBE</b> | <b>Hourly Billing Rates</b> | <b>Contract Dollars</b> | <b>Estimated Hours</b> |
|-------------------------------|----------------------------|----------------|-----------------------------|-------------------------|------------------------|
| Polshek and Partners          | Prime Architect            | No             | \$55 - \$150                | \$16,000                | 180                    |
| Cervantes Design Associates   | Associate Architect        | M/WBE          | \$65                        | \$7,000                 | 110                    |
| Keyser Marston Associates     | Real Estate Economics      | No             | \$45 - \$140                | \$27,500                | 275                    |
| Mancini and Company           | Development Consulting     | No             | \$150                       | \$13,500                | 90                     |
| Causby and Company            | Relocation Impact Analysis | M/WBE          | \$80                        | \$20,500                | 270                    |
| Forell Elscesser Engineers    | Structural Engineering     | No             | \$75 - \$125                | \$17,000                | 205                    |
| Faye Bernstein and Associates | Structural Engineering     | WBE            | \$75 - \$125                | \$29,500                | 325                    |
| Moffat and Nichol             | Coastal Engineering        | No             | \$56 - \$140                | \$27,000                | 310                    |
| Treadwell and Rollo           | Geotechnical Engineering   | No             | \$75 - \$125                | \$17,000                | 215                    |

Additional Fee Proposal: \$175,000

Total Hours: 1,980

Average Rate Per Hour: \$88.38

MBE/WBE Percentage: 32%



Item 1b - File 146-93-58.4

**Department:** Department of Public Health (DPH)  
Community Substance Abuse Services (CSAS)

**Item:** Release of reserved funds for the continuation of the implementation of the CSAS Target Cities Project.

**Amount:** \$1,017,995

**Source of Funds:** Federal Department of Health and Human Services, Center for Substance Abuse Treatment (CSAT)

**Description:** The Community Substance Abuse Services (CSAS) Target Cities Project is a project designed to develop an effective and comprehensive substance abuse service system in San Francisco by creating a centralized substance abuse treatment site that will provide both services and referrals for substance abusers. The Target Cities Project is being funded by Federal CSAT grant monies in the amount of \$11,137,500, to be distributed to the Department of Public Health (DPH) over a five-year period from September 1, 1993 through August 31, 1998.

The Board of Supervisors previously approved a resolution authorizing the DPH to apply for, accept and expend the first-year grant allocation of up to \$1,600,000 for the implementation of the CSAS Target Cities Project (File 146-93-58). Of this amount, \$1,529,680 was placed on reserve pending the selection of a contractor, the MBE/WBE status of the contractor and budget details. DPH selected the Haight-Ashbury Free Clinics, a non-profit agency, as the contractor. The Board of Supervisors subsequently released \$511,685 (Files 146-93-58.1 and 146-93-58.2), leaving a balance on reserve of \$1,017,995.

The proposed release of reserved funds, in the amount of \$1,017,995, would provide funding for the continued implementation and operation of the CSAS Target Cities Project for the period of April 15, 1995 through September 30, 1995. Ms. Wendy Goldberg of the CSAS Target Cities Project advises that the proposed release of reserved funds would fund a portion of the estimated \$11.1 million cost of the project. The remaining approximately \$9.5 million will be funded by future and current Federal CSAT grant monies that have and will be disbursed to DPH during the second, third, fourth and fifth years of the CSAS Target Cities Project. The Project is currently in the second year.

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The cost details for the proposed release of reserved funds are as follows:

**Budget:**

|  | <b><u>FTE</u></b> | <b><u>Expense</u></b> |
|--|-------------------|-----------------------|
| <b><u>Personnel</u></b>                  |                   |                       |
| Quality Assurance Coord.                 | 0.46              | \$23,077              |
| Operations Coordinator                   | 0.46              | 18,923                |
| Assent Dir/Clinical Super                | 0.46              | 22,154                |
| Assessment Center Coord.                 | 0.46              | 19,385                |
| Assessment Counselor                     | 0.46              | 12,923                |
| Assessment Counselor, entry level        | 0.46              | 12,462                |
| Administrative Assistant                 | 0.46              | 11,040                |
| Administrative Assistant                 | 0.46              | 11,040                |
| Receptionist                             | 0.46              | 8,640                 |
| Telephone Receptionist                   | 0.46              | 11,003                |
| Mobile response Assessment Counselor     | 0.46              | 12,462                |
| Mobile response Assessment Counselor     | 0.46              | 12,462                |
| Mobile Assessment Counselor, entry level | 0.46              | 10,558                |
| SFGH Assessment Counselor                | 0.46              | 12,462                |
| SFGH Assessment Counselor                | 0.46              | 12,420                |
| MIS Director                             | 0.46              | 23,000                |
| MIS Specialist                           | 0.46              | 13,800                |
| MIS Specialist                           | 0.46              | 13,800                |
| Pre-Tx Counselors                        | 0.46              | 10,558                |
| Pre-Tx Counselors                        | 0.46              | 10,558                |
| Training Coordinator                     | <u>0.46</u>       | <u>16,615</u>         |
| Total                                    | 9.66              | \$299,342             |
| <b><u>Fringe Benefits (25%)</u></b>      |                   | 74,836                |
| <b><u>Operating Costs</u></b>            |                   |                       |
| <b><u>Travel</u></b>                     |                   |                       |
| Out of Jurisdiction                      |                   | 10,000                |
| Local                                    |                   | 5,000                 |
| <b><u>Furniture</u></b>                  |                   | 22,500                |
| <b><u>Supplies</u></b>                   |                   |                       |
| Office Supplies                          |                   | 12,000                |
| Medical Supplies                         |                   | 10,000                |
| Client transport vouchers                |                   | 6,000                 |

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|                                |                |
|--------------------------------|----------------|
| <u>Facility Costs</u>          |                |
| Rent                           | \$66,000       |
| Repair, Maintenance, Insurance | 20,000         |
| Utilities & Telephone          | 17,000         |
| <u>Alterations</u>             | 40,000         |
| <u>Training</u>                | 20,778         |
| <u>Other</u>                   |                |
| Childcare                      | 25,000         |
| Publicity                      | 21,000         |
| <u>Treatment Expansion</u>     | <u>290,604</u> |
| TOTAL DIRECT CHARGES           | \$940,060      |
| INDIRECT COSTS                 | <u>77,935</u>  |
| Total                          | \$1,017,995    |

**Comments:**

1. Ms. Goldberg advises that the travel funds, in the amount of \$15,000, would be used for both local travel and out-of-jurisdiction travel. The local travel, in the amount of \$5,000, would be used primarily to reimburse Mobile Assistance Counselors who travel frequently between treatment sites to provide services. The out-of-jurisdiction travel, in the amount of \$10,000, would be used to pay for four employees to attend conferences in Washington D.C. and Seattle.

2. Mr. Jim Stillwell of CSAS advises that the treatment expansion funds, in the amount of \$290,604, would be used to fund the ongoing treatment expansion costs for the period of May 1, 1995 through September 30, 1995, for the following treatment providers: (1) Baker Places (\$19,395); (2) Redwood Center (\$71,778); Haight Ashbury Free Clinic Outpatient Detox (\$86,946); Pacific Mental Health (\$26,222); Salvation Army (\$29,374); and Walden House (\$56,889). These providers are all non-profit treatment providers that were selected through a Request for Proposal (RFP) process on December 9, 1994.

3. The Attachment provides additional budget details for Furniture, Alterations, Training, Childcare, and Publicity.

**Recommendation:** Approve the proposed release of reserved funds.

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**BUDGET ANALYST**

San Francisco

Target Cities

Project

Community Substance Abuse Services  
San Francisco Target Cities Project1380 Howard Street, Fourth Floor  
San Francisco, CA 94103  
Tel: (415) 255-3744  
Fax: (415) 255-3782**To: Michele Ruggels, Budget Analyst Office****From: Wendy Goldberg, San Francisco Target Cities, Operations Coordinator****Re: Budget clarification for release of funds held in reserve for Target Cities Project**

The following details the budget items from the \$1,017,000 from the San Francisco Target Cities Project Year One Award still held in reserve

**Furniture****Furniture for administration reception area in new main access site**

4 chairs at \$300 per chair = \$1200

1 task chair ergonomically approved at = \$350

1 reception desk, return, and lock keyboard. = \$2500

**Furniture for two group rooms**

37 guest chairs at \$185 per chair = \$6845

**Six assessment rooms**

3 desks with returns = \$ 2530

3 computer stands = \$ 600

12 guest chairs at \$185 per chair = \$2220

6 task chairs ergonomically approved at \$350 per chair = \$2100

**Child care unit**

2 desks = \$1620

2 task chairs ergonomically approved = \$700

1 guest chair = \$185

2 mounted shelves = \$ 200

**Health screening**

1 desk = \$810

1 task chair ergonomically approved \$350

1 mounted shelf = \$105

1 guest chair = \$185

**TOTAL FURNITURE = \$22,500**

## OTHER

### Child care

Senior child care specialist start 5/1/95 = \$13,000

Child care specialist start 5/1/95 = \$ 10,500

Toys, pampers, children furniture = \$1500

**TOTAL CHILDCARE = \$25,000**

### Publicity

4 newsletters = \$7800,

Brochures for providers, clients and community = \$3200,

Printing = \$ 3000

Community posters and bus shelter posters = \$ 3000

800 number advertisement in yellow pages = \$4000 for half page

Julina Johnson and Associates, Frances Snyder and Associates and Arthur Kalson, ARC Productions, are the three marketing consultants for the project. Julina Johnson is a certified MBE/WBE. Frances Snyder is a minority women in business for herself.

Frances Snyder and Julina Johnson are reimbursed \$65.00 per hour for 215.5 hours \$14,000 for the development of the newsletters and other marketing/outreach materials. Arthur Kalson is reimbursed \$25.00 per hour for 120 hours = \$3000 for graphic design and printing of the material.

**TOTAL PUBLICITY = \$21,000**

**TOTAL OTHER = \$46,000**

## ALTERATIONS

Office improvements for occupancy of main access site, central administration and the management information system unit. The improvements will be done by the owner of the building. Payment of \$40,000 will be to Speyer and Company. This includes:

Handicap accessible bathroom build out = \$25,000

Painting of office complex = \$15,000

**TOTAL ALTERATIONS = \$40,000**

### Training

Space rental and conference services = \$5558

4 conferences

Conference supplies (folders, brochures, badges, three portable easels) = \$3870

Speakers/faculty honorariums = \$1000

- Two major, three city wide CSAS conferences

Audio/visual equipment:

Video 8mm, pkg. (industrial, this includes VCR, camera, cart, monitor, cords) = \$7000

Overheads (portable, industrial model) = \$1700

Slide projector, trays, case = \$1500

Conference room mike = \$150

**TOTAL TRAINING = \$20,778**



Item 1c - File 146-93-58.5

**Department:** Department of Public Health (DPH)  
Community Substance Abuse Services (CSAS)

**Item:** Release of reserved funds in the amount of \$201,360 to implement the San Francisco Drug Court, a project of the CSAS Target Cities Project.

**Amount:** \$201,360

**Source of Funds:** Federal Department of Health and Human Services, Center for Substance Abuse Treatment (CSAT) through the State of California Department of Alcohol and Drug Programs.

**Description:** The Board of Supervisors previously approved a resolution to accept and expend an augmentation grant for the Criminal Justice Component of the Community Substance Abuse Services (CSAS) Target Cities Project in an amount up to \$300,000 to provide substance abuse treatment services and urinalysis services for participants in the San Francisco pilot program entitled Drug Rehabilitation Court (DRC) (File 146-93-58.3). The CSAS Target Cities Project is a Federal project designed to implement an effective, comprehensive, and centralized substance abuse treatment site that will provide services and referrals to substance abusers. The Criminal Justice Component of the CSAS Target Cities Project provides these same services to individuals either in jail or on probation. The Board of Supervisors placed \$238,750 on reserve pending the selection of contractors, the MBE/WBE status of the contractors and related contract cost details. CSAS is now requesting that the entire \$238,750 of the reserved funds be released from reserve, instead of \$201,360 as was originally requested for the proposed release of reserved funds.

Four substance abuse treatment contractors were selected to provide: (1) residential treatment services; (2) day treatment services; (3) outpatient treatment services; (4) relapse prevention services; and (5) acupuncture services for the substance abusing adult offenders who are participants of the DRC program. With the exception of the contractor providing acupuncture services, the remaining substance abuse treatment contractors were selected on February 2, 1995, through a Request for Proposal (RFP) process based on their experience working with the criminal justice population and other criteria. The provider for acupuncture services, Pacific Acupuncture Associates, was selected through a prior RFP process in January of 1995. In addition, DRC participants

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must have their urine tested on a regular basis to monitor their progress in remaining drug and alcohol free. As such, a company was selected on February 28, 1995 to supply the testing chemicals, and technical support for regular urinalysis testing through a competitive solicitation process.

**Budget:**

The proposed release of reserved funds would provide funding for the following substance abuse treatment services and urinalysis testing, based on a twelve month period retroactive to March 15, 1995 through March 15, 1996:

|  |               |
|--|---------------|
| Residential Treatment Services         | \$46,800      |
| Day Treatment Services                 | 74,200        |
| Outpatient Treatment Services/ Relapse |               |
| Prevention Treatment Services          | 80,360        |
| Acupuncture Treatment Services         | 12,390        |
| Urinalysis Services                    | <u>25,000</u> |
| Total                                  | \$238,750     |

The budget detail for these services is as follows:

Residential Services (\$46,800):

The proposed funding would be used for Residential Treatment Services for 12 individuals over a twelve month period. The services would be provided by the Center on Juvenile & Criminal Justice (CJCJ). CJCJ was selected through an RFP process. CJCJ is a non-profit treatment provider. The budget for the proposed services would be used as follows:

Budget:

Personnel

|                    |              |          |
|--------------------|--------------|----------|
| Salaries           | \$21,156     |          |
| Fringe Benefits    | <u>7,279</u> |          |
| Subtotal Personnel |              | \$28,435 |

Operating Costs

|                               |              |
|-------------------------------|--------------|
| Rental of Property            | \$7,475      |
| Utilities                     | 1,587        |
| Office Supplies               | 82           |
| Building Maintenance Supplies | 82           |
| Printing and Reproduction     | 138          |
| Insurance                     | 1,498        |
| Staff Travel                  | 360          |
| Rental of Equipment           | 155          |
| Other                         | <u>1,978</u> |

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|                          |                 |
|--------------------------|-----------------|
| Subtotal Operating Costs | <u>\$13,355</u> |
| Total Direct Costs       | \$41,790        |
| Indirect Costs           | <u>5,010</u>    |
| TOTAL                    | \$46,800        |

Day Treatment Services (\$74,200):

The proposed funding would be used to fund Day Treatment Services for 60 individuals. The services would be provided by Walden House. Walden House, Inc. was selected through an RFP process. Walden House, inc. is a non-profit treatment provider. The funding for the proposed services would be used as follows:

Budget:

Personnel

|                    |              |          |
|--------------------|--------------|----------|
| Salaries           | \$43,065     |          |
| Fringe Benefits    | <u>6,873</u> |          |
| Subtotal Personnel |              | \$49,938 |

Operating Costs

|                                 |              |               |
|---------------------------------|--------------|---------------|
| Rental of Property              | \$6,375      |               |
| Utilities                       | 2,136        |               |
| Office Supplies                 | 723          |               |
| Building Maintenance Supplies   | 763          |               |
| Printing and Reproduction       | 358          |               |
| Insurance                       | 1,033        |               |
| Staff Training                  | 79           |               |
| Staff Travel                    | 306          |               |
| Rental of Equipment             | 535          |               |
| Other (client costs, food, etc) | <u>4,008</u> |               |
| Subtotal Operating Costs        |              | <u>16,316</u> |
| Total Direct Costs              |              | \$66,254      |
| Indirect Costs                  |              | <u>7,946</u>  |
| TOTAL                           |              | \$74,200      |

Outpatient Treatment Services/ Relapse Prevention Treatment Services (\$80,360):

The proposed funding would be used to fund Outpatient Treatment Services and Relapse Prevention Treatment Services for 70 individuals. The services would be provided by the Chemical Awareness and Treatment Services (CATS). CATS was selected through an RFP process. CATS is a non-

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profit treatment provider. The funding for the proposed services would be used as follows:

Budget:

Personnel

|                    |               |          |
|--------------------|---------------|----------|
| Salaries           | \$51,192      |          |
| Fringe Benefits    | <u>17,615</u> |          |
| Subtotal Personnel |               | \$68,807 |

Operating Costs

|                               |            |              |
|-------------------------------|------------|--------------|
| Rental of Property            | \$3,000    |              |
| Utilities                     | 500        |              |
| Office Supplies               | 300        |              |
| Building Maintenance Supplies | 250        |              |
| Printing and Reproduction     | 250        |              |
| Insurance                     | 400        |              |
| Staff Training                | <u>250</u> |              |
| Subtotal Operating Costs      |            | <u>4,950</u> |
| Total Direct Costs            |            | \$73,757     |
| Indirect Costs                |            | <u>6,603</u> |
| TOTAL                         |            | \$80,360     |

Acupuncture Treatment Services (\$12,390):

The proposed funding would be used to fund Acupuncture Treatment Services for 70 individuals. The services would be provided by the Pacific Acupuncture Associates. Pacific Acupuncture Associates was originally selected through an RFP process in January of 1995 to provide acupuncture services to the criminal justice population in another criminal justice component piece of the San Francisco Target Cities Project. However, these funds would consist of an augmentation for Pacific Acupuncture Associates existing contract. Pacific Acupuncture Associates is a non-profit treatment provider. The funding for the proposed services would be used to provide approximately 330 hours of acupuncture services at a cost of \$37.50 per hour.

Urinalysis Services (\$25,000)

The 70 participants of the DRC program must have their urine tested three times per week to monitor their progress in remaining drug and alcohol free. As such, Syva Company was selected through a competitive solicitation process to provide testing chemicals and technical support to the DRC

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program for urinalysis testing. Syva Company is not an MBE/WBE firm. The proposed funds would purchase \$25,000 of drug testing chemicals to test 70 individuals, at a cost of approximately \$370 per year per individual.

**Required Match:** None

**Indirect Costs:** None. Federal regulations prohibit payment of indirect costs.

**Comment:** As noted above, the contractors have been providing services as of March 15, 1995.

**Recommendations:** 1. Approval of this request to release funds placed on reserve by the Board of Supervisors, when some expenditures have already been incurred without approval by the Board of Supervisors, is a policy decision for the Board.

2. If the funds are released, \$238,750 instead of \$201,360 should be released.

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Item 1d - File 89-95-1

**Department:** Department of Human Resources  
Department of Public Works

**Item:** Resolution authorizing enrollment of Classification 1237, Training Coordinator in the State Disability and Insurance Program.

**Description:** The proposed resolution will authorize enrollment of Classification 1237 Training Coordinator, in the State Disability and Insurance Program (SDI). The cost of the SDI coverage would be paid by the employee through normal payroll deductions. The proposed legislation would not involve significant cost to the City as the Controller's payroll/personnel system is programmed to include this deduction.

SDI pays disability benefits to employees who suffer a non-industrial injury or illness. SDI-eligible employees have been paying into the SDI system since July 1, 1981. Currently, the payroll deduction is 1 percent of the first \$31,767 of gross salary for each employee, with a maximum of \$317.67 annually. While SDI coverage is mandatory for all employees within bargaining units enrolled in the SDI program, it is not mandatory that employee classifications which are not represented by a bargaining unit be included in the SDI program unless a majority of employees within the classification request coverage.

The following classification, which is not represented by a bargaining unit, would be authorized to enroll in the SDI program under the proposed resolution:

| <u>Position</u> | <u>Classification</u> | <u>Number of Employees</u> |
|-----------------|-----------------------|----------------------------|
| 1237            | Training Coordinator  | 3                          |

Two of the three above-noted employees work for the Department of Human Resources and the other works for the Department of Public Works.

The Employee Relations Division of the Human Resources Department reports that it has received a petition requesting SDI coverage signed by all three employees, representing a majority, in the 1237 Training Coordinator classification.

**Recommendation:** Approve the proposed resolution.

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Item 1e - File 68-94-10.1

**Department:** Mayor's Office of Housing (MOH)

**Item:** Hearing requesting the release of \$365,164 in reserved funds for various aspects of community education and interim control activities relating to a lead hazard reduction/ primary prevention program.

**Amount:** \$365,164

**Source of Funds:** U.S. Department of Housing and Urban Development (HUD) grant reserved funds

**Description:** The Board of Supervisors previously authorized the Mayor's Office of Housing (MOH) to apply for, accept and expend a total amount not to exceed \$6,000,000 in grant monies from HUD (File 68-90-10) to fund a Lead-Based Paint Hazard Reduction Program.

The Lead-Based Paint Hazard Reduction Program will (1) inspect and rehabilitate low and moderate income private-housing constructed prior to 1978 and (2) implement a Primary Prevention Program to educate parents as to what preventive measures can be taken to eliminate lead hazards to prevent poisoning to children. Other Program objectives include (1) expanding the City's certification programs for lead-based paint inspection, abatement and training, (2) research on safer, cost-effective methods of lead-based paint abatement and (3) developing information technology to enhance evaluation, improve clinical practices and build links with similar projects.

Of the potential \$6,000,000 maximum amount, \$2,101,820 was placed on reserve by the Board of Supervisors pending the MOH's selection of contractors, the MBE/WBE status of the contractors and the cost details. Of the \$2,101,820 placed on reserve, \$1,501,500 was designated for contracts with nonprofit agencies or community-based organizations (CBOs). The MOH has now selected five nonprofit agencies as contractors to provide rehabilitation assessment and education services and is requesting the release of a total of \$365,164 for these contracts.

**Comments:** The Attachment provided by the MOH contains the names of the nonprofit agencies, descriptions of the services to be provided and the allocations for each nonprofit agency.

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**Recommendation:** Approve the proposed release of reserved funds in the requested amount of \$365,164.

# ITEMS RESERVED FOR RELEASE BY GOVERNMENT EFFICIENCY & LABOR COMMITTEE

## ITEM. LEAD HAZARD REDUCTION/PRIMARY PREVENTION PROGRAM

| FUNDS RESERVED                           |             | PROPOSED GRANTEE                             | PURPOSE  | AMOUNT<br>TO BE<br>RELEASED | BALANCE<br>ON<br>RESERVE |
|--|-------------|--|--|-----------------------------|--------------------------|
| Category                                 | Amount      |  |  |                             |                          |
| Educational<br>Institutions & Training   | \$ 234,000  | _____  | _____  | \$ - 0 -                    | \$ 234,000               |
| Media Consultants                        | \$ 20,000   | _____  | _____  | \$ - 0 -                    | \$ 20,000                |
| Clearing-<br>house Service<br>Consultant | \$ 30,000   | _____  | _____  | \$ - 0 -                    | \$ 30,000                |
| Environ-<br>mental Lead Testing          | \$ 236,000  | _____  | _____  | \$ - 0 -                    | \$ 236,000               |
| Child Blood Testing                      | \$ 10,320   | _____  | _____  | \$ - 0 -                    | \$ 10,320                |
| <u>CBO Contracts</u>                     | \$1,501,500 | Tenderloin Neighborhood<br>Development Corp. | Education & outreach<br>activities in Tenderloin.                | \$ 54,940                   | \$1,136,336              |
|  |             | San Francisco Urban<br>Gardeners             | Education for 40 units<br>of low income housing.                 | \$ 25,000                   |                          |
|  |             | Housing Conservation &<br>Development Corp.  | Rehab assessment &<br>referral agent for CHRP<br>loans           | \$ 127,323                  |                          |
|  |             | Bernal Heights Corp.                         | Rehab assessment for<br>50+ units in the Bernal<br>Heights area. | \$ 60,401                   |                          |
|  |             | Consumer Action                              | Act as clearinghouse<br>for CBOs                                 | \$ 97,500                   |                          |
| Data Collection<br>Services              | \$ 70,000   | _____  | _____  | \$ - 0 -                    | \$ 70,000                |

Total \$2,101,820

\$365,164 \$1,736,656



Item 1f - File 148-95-1

**Department:** Department of Public Works (DPW)

**Item:** Resolution authorizing the Director of Public Works, with approval of the Chief Administrative Officer, to accept and expend funds of up to \$1,015,190 from Catellus Development Corporation for Catellus' share of the cost to construct the Combined Sewer System and Overland Flow Facility to be built along King Street in the Mission Bay Project Area.

**Description:** The proposed resolution would authorize the Director of Public Works to accept and expend funds in the amount of \$1,015,190 from Catellus Development Corporation. This amount represents the DPW City Engineer's estimate of Catellus' share of the cost to construct sewer facilities along King Street in the Mission Bay area.

The Board of Supervisors previously approved the Mission Bay Development Agreement (1991) between the City and Catellus, and also a subsequent Transportation Projects Agreement between the City and Catellus (1994) for the Mission Bay area. These documents specify Catellus' responsibility to share in the costs of developing infrastructure for the Mission Bay area generally and King Street in particular.

With regard to the King Street Project, Catellus is required under its agreements with the City to; a) donate 4.23 acres of land located between King and Berry Streets and between 3rd and 6th Streets, and, b) share in the costs of constructing the combined sewer system for King Street. Catellus donated the land in 1992, and this proposed resolution would authorize the Department of Public Works (DPW) to accept and expend \$1,015,190 as Catellus' contribution for its share of the costs of the combined sewer system.

DPW estimates that the total cost of constructing the sewer system for King Street will be approximately \$2,227,820, including the \$1,015,190 from Catellus, plus \$1,212,630 in Federal and State grant funds. The DPW and the Public Transportation Department have already secured these Federal and State grant funds, and the Board of Supervisors has already authorized acceptance and expenditure of these grant funds (Resolution 585-94 and Resolution 141-88).

Construction of the King Street sewer system will be included in an overall King Street Project construction bid that will be put out by the DPW in the spring of 1995, and construction on

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the Project is expected to begin by June of 1995. The overall cost of the King Street Project, including the sewer system, street expansion, installation of Muni facilities, traffic signals, sidewalks and landscaping, is estimated at approximately \$24.5 million.

**Recommendation:** Approve the proposed resolution.



Item 1g - File 152-95-1

**Department:** Sheriff  
Adult Probation  
Juvenile Probation

**Item:** Resolution authorizing the Sheriff's Department, Adult Probation Department and Juvenile Probation Department to apply for, accept and expend \$334,390 in funds from the State of California Board of Corrections for the Standards and Training of Local Corrections and Probation Officers Programs, stipulating adherence to standards for recruitment and training established by the State Board of Corrections, waiving any indirect costs.

|                      |                     |                  |
|----------------------|---------------------|------------------|
| <b>Grant Amount:</b> | Sheriff:            | \$232,500        |
|                      | Adult Probation     | 32,675           |
|                      | Juvenile Probation  | <u>69,215</u>    |
|                      | Total Grant Amount: | <u>\$334,390</u> |

**Grant Period:** July 1, 1995 through June 30, 1996

**Source of Funds:** State of California Board of Corrections

**Project:** Standards and Training of Local Corrections and Probation Officers Programs for FY 1995-96

**Description:** The proposed grant application by the Sheriff's Department, Adult Probation Department and the Juvenile Probation Department to the State Board of Corrections is a request for funding of State-certified training for Deputy Sheriffs and Probation Officers. This will be the 15th year that San Francisco has participated in this State-wide training program. which is being carried out under SB 924.

The purpose of SB 924 is to improve and standardize the skills of employees in the Sheriff's Department, the Adult Probation Department and the Juvenile Probation Department, from entry-level personnel to department heads. SB 924 authorized the State Board of Corrections to establish minimum standards for the training of department personnel (including administrators and managerial staff) and to certify the training courses to be taken by personnel participating in this program.

The proposed program would train a total of 918 personnel during FY 1995-96. Total training hours would be 49,310. and would range from 24 hours per year for update training of experienced personnel to 200 hours of training for new

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personnel. All training costs are paid for by the SB 924 State subvention, including travel, per diem, tuition, trainers' fees, books and course supplies, and the cost of replacing staff while they are in training. (The County does not, however, receive either indirect costs or administrative costs for the program.)

**Budget:**

| <u>Dept.</u>       | <u>No. of Positions</u> | <u>Hours</u> | <u>Tuition</u> | <u>Travel</u> | <u>Per Diem</u> | <u>Replacement (Overtime Pay)</u> | <u>Total</u>  |
|--------------------|-------------------------|--------------|----------------|---------------|-----------------|-----------------------------------|---------------|
| Sheriff            | 624                     | 36,392       | \$48,534       | \$6,279       | \$13,793        | \$163,894                         | \$232,500     |
| Adult Probation    | 95                      | 4,600        | 22,900         | 2,615         | 3,660           | 3,500                             | 32,675        |
| Juvenile Probation | <u>199</u>              | <u>8,318</u> | <u>38,605</u>  | <u>6,105</u>  | <u>9,205</u>    | <u>15,300</u>                     | <u>69,215</u> |
| Grand Total        | 918                     | 49,310       | \$110,039      | \$14,999      | \$26,658        | \$182,694                         | \$334,390     |

**Required Match:** None

**Indirect Costs:** Indirect and administrative costs are not allowed under this grant program.

**Comments:** 1. According to Sgt. Imelda Johnson of the Sheriff's Department, the Sheriff's Department, the Adult Probation Department and the Juvenile Probation Department will file the grant application for this program with the State Board of Corrections on April 15, 1995. As such the proposed resolution should be amended to authorize the Sheriff's Department, the Adult Probation Department and the Juvenile Probation Department to apply retroactively for these grant funds and the word "retroactively" should be added after the words "apply for" on line 4 of page 1 and after the words "to submit" on line 21 of the proposed resolution.

2. A copy of the Grant Application Information Form, prepared by the Sheriff's Department, the Adult Probation Department and the Juvenile Probation Department for each of their respective training programs, is attached to this report.

3. A Disability Access Checklist for each of these training programs is on file with the Clerk of the Board.

**Recommendation:** 1. Amend the proposed resolution to retroactively apply for these grant funds, as noted in Comment No. 1 above.

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2. Approve the proposed resolution, as amended.

File Number \_\_\_\_\_

Grant Application Information Form

A document required to accompany a proposed resolution  
Authorizing a Department to Apply for a Grant

To: The Board of Supervisors  
Attn: Clerk of the Board

Department: San Francisco Sheriff's Department

Contact Person: Sergeant I. Johnson Telephone (415) 553-9600

Project Title: Standards & Training for Local Corrections

Grant Source: Officers Program - State of California Board of Corrections

Proposed (New / Continuation) Grant Project Summary:

An application to the State Board of Corrections for funding of state-certified training for local corrections officers. The training is to be carried out under the SB 924 subvention for the benefit of personnel in the Sheriff's Department. This will be the fifteen year of participation in the statewide training subvention. The proposed program would train a total of 624 personnel during the 1995/96 fiscal year. Total training hours would be 36,392 and would range from 24 hours per year for update training of experienced personnel to 200 hours of training for new personnel. Training costs are paid by this subvention and no matching funds are required.

Amount of Grant Funding Applied for: \$ 232,500.00

Maximum Funding Amount Available: \$ 232,500.00

Required Matching Funds: N/A

Number of Positions Created and Funded: -0-

Amount to be Spent on Contractual Services: -0-

Will Contractual Services be put out to Bid? No

File Number 152-95-1Grant Application Information Form

A document required to accompany a proposed resolution  
Authorizing a Department to Apply for a Grant

To: The Board of Supervisors  
Attn: Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

Department: San Francisco Adult Probation Department

Contact Person: Training Coordinator Gail Goldman Telephone: (415) 553-1433

Project Title: Standards & Training for Local Corrections

Grant Source: Officers Program - State of California Board of Corrections

Proposed (New / Continuation) Grant Project Summary:

An application to the State Board of Corrections for funding of state-certified training for local corrections officers. The training is to be carried out under the SB 924 subvention for the benefit of personnel in the Adult Probation Department. This will be the fifteenth year of participation in the statewide training subvention. The proposed program would train a total of 95 personnel during the 1995/96 fiscal year. Total training hours would be 4,600 and would range from 40 hours per year for update training of experienced personnel to 200 hours of training for new personnel. Training costs are paid by this subvention and no matching funds are required.

|   |                     |
|---|---------------------|
| Amount of Grant Funding Applied for:                | \$ <u>32,675.00</u> |
| Maximum Funding Amount Available:                   | \$ <u>32,675.00</u> |
| Required Matching Funds:                            | <u>N/A</u>          |
| <del>Number of Positions Created and Purpose:</del> | <u>0</u>            |
| Amount to be Spent on Contractual Services:         | <u>-0-</u>          |
| Will Contractual Services be put out to Bid?        | <u>No</u>           |

File Number \_\_\_\_\_

Grant Application Information Form

A document required to accompany a proposed resolution  
Authorizing a Department to Apply for a Grant

To: The Board of Supervisors  
Attn: Clerk of the Board

The following describes the grant referred to in the accompanying  
resolution:

Department: San Francisco Juvenile Probation Department

Contact Person: Carol Salicru, Training Officer Telephone: (415)753-7676

Project Title: Standards & Training for Local Corrections

Grant Source: Officers Program- State Board of Corrections

Proposed (New / Continuation) Grant Project Summary:

An application to the State Board of Corrections for funding of state-certified training for local corrections officers. The training is to be carried out under the SB 924 subvention for the benefit of personnel in the Juvenile Probation Department. This will be the fifteenth year of participation in the statewide training subvention. The proposed program would train a total of 199 personnel during the 1995/96 fiscal year. Total training hours would be 8,318 and would range from 24 hours per year for update training of experienced personnel to 200 hours of training for new personnel. Training costs are paid by this subvention and no matching funds are required.

|  |                     |
|--|---------------------|
| Amount of Grant Funding Applied for:         | \$ <u>69,215.00</u> |
| Maximum Funding Amount Available:            | \$ <u>69,215.00</u> |
| Required Matching Funds:                     | <u>N/A</u>          |
| Number of Positions Created and Funded:      | <u>0</u>            |
| Amount to be Spent on Contractual Services:  | <u>0</u>            |
| Will Contractual Services be put out to Bid? | <u>No</u>           |



Item 1h - File 147-95-1

**Department:** Public Library

**Item:** Resolution authorizing the City Librarian to apply retroactively for, accept and expend continuation grant funds in an amount not to exceed \$57,443 from California State Library Funds for tutor/student support and outreach services provided under Project Read, which includes indirect costs of 5 percent of the project budget exclusive of indirect costs.

**Grant Amount:** Not to exceed \$57,443

**Grant Period:** July 1, 1994 - June 30, 1995

**Source of Funds:** California Library Literacy Service Funds

**Project:** Project Read - Tutor/Student Outreach and Support Services

**Description:** The proposed grant funds would be used to pay for a portion of the total cost of tutor/student support services for Project Read. Project Read is the adult literacy program of the San Francisco Public Library. The Project Read program offers English-speaking adults, who lack basic reading and writing skills, free confidential tutoring by trained volunteers.

The tutor/student outreach and support services are provided under an on-going contract with the Friends of the San Francisco Library, a non-profit organization. The proposed grant funds, will be used for the enhancement of outreach and support services for Project Read students and tutors. The grant will be used to fund a total of 2,187 additional hours and related expenses.

The budget, retroactive from the period July 1, 1994 through June 30, 1995, is as follows:

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**Budget:**

Personnel Costs

|                              | <u>No. of<br/>Hours</u> | <u>Hourly<br/>Rate</u> | <u>Total</u> |
|------------------------------|-------------------------|------------------------|--------------|
| Volunteer Manager            | 503*                    | \$16                   | \$8,040      |
| Support Services Coordinator | 520*                    | 16                     | 8,320        |
| Administrative Assistant     | 1,000*                  | 11                     | 11,000       |
| Publicist                    | 84                      | 22                     | 1,848        |
| Assessment Specialist        | <u>80</u>               | <u>50</u>              | <u>4,000</u> |
| Totals:                      | 2,187                   |                        | \$33,208     |

Printing

|                 |                 |
|-----------------|-----------------|
|                 | <u>\$ 5,000</u> |
| Total Printing: | \$ 5,000        |

Instructional Resources

|                                |              |
|--------------------------------|--------------|
| Books                          | \$ 2,500     |
| Games                          | 500          |
| Audio Books                    | <u>1,000</u> |
| Total Instructional Resources: | \$ 4,000     |

Equipment

|   |                 |
|---|-----------------|
| Laser printer and additional money<br>for two computers | <u>\$ 2,500</u> |
| Total Equipment:  | \$ 2,500        |

Other

|  |                  |
|--|------------------|
| Promotional materials (bus posters,<br>brochures, magnets, flyers, etc.) | <u>\$ 10,000</u> |
| Total Other:   | \$ 10,000        |

Indirect Costs

|                       |                 |
|-----------------------|-----------------|
|                       | <u>\$ 2,735</u> |
| Total Indirect Costs: | \$ 2,735        |

Total Grant Budget \$ 57,443\*\*

\*The Volunteer Manager, Support Services Coordinator, and Administrative Assistant positions will become full-time. The remainder of the full-time equivalent salaries will be funded by Federal grant monies.

\*\* The total project budget for Project Read for 1994-95 is \$342,804 or \$285,361 more than the \$57,443 proposed grant amount. The Public Library reports that the \$285,361, which

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represents the match, consists of Federal grant monies (\$72,496) and State grant monies (\$12,300), previously approved by the Board of Supervisors, private donations (\$35,000), and City in-kind contributions (\$165,565), which is included in the Public Library's 1994-95 budget.

**Required Match:** \$285,361

**Indirect Costs:** \$2,735 (5 percent of the \$54,708 project budget)

**Comments:**

1. The Public Library advises that the application for the proposed grant funds has already been submitted. As such, the proposed legislation provides for ratification of action previously taken.
2. Attached is a grant summary, as prepared by the public Library, for the proposed grant funds.
3. A Disability Access Checklist has been prepared by the public Library and is on file with the Clerk of the Board's Office.

**Recommendation:** Approve the proposed resolution.

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File Number \_\_\_\_\_

GRANT APPLICATION INFORMATION FORM

To: The Board of Supervisors  
Attn: Clerk of the Board

The following describes the grant referred to in the accompanying resolution.

Department: San Francisco Public Library/Project Read

Contact person: Ana Linder Phone: 415/557-4388

Project title: Tutor/Student Outreach and Support Services Enhancement

Grant source: California Library Literacy Service Funds (CLSA)

Proposed (    New /   X   Continuation) Grant Project Summary:

The CLSA matching funds will be used for the enhancement of outreach and support services for Project Read students and tutors. Funds will be used to increase the hours of the Volunteer Manager, Support Services Coordinator, and Administrative Assistant to full-time equivalent. Funds will also be used for a Publicist and an Assessment Specialist. Budget items include printing, instructional resource and equipment expenses (for an upgraded laser printer).

Amount of grant funding applied for: \$57,443

Maximum funding amount available: N/A

Required matching funds:    \$ 285,361

Number of positions created and funded:   0  

Amount to be spent on contractual services: \$54,708

Will contractual services be put out to bid? No

Since the inception of Project Read in 1983, the Friends of the San Francisco Public Library have been the sole contractor of all Project Read's Federal & State grants. The Friends of the Library, a non-profit organization, exists to provide support to the library. Project Read was started by the Friends of the Library. The staff is very knowledgeable of our program and services. They are the best suited organization for contractual services. In addition, they provide support services free of charge.

Term of grant: July 1, 1994 - June 30, 1995

Date Department was notified of available funds: January 1995

Application Due Date: November 1994

Grant funding Guidelines and Options (from RFP, grant announcement or appropriations legislation):

See attached

Department Head approval: \_\_\_\_\_

*Kenneth E. Dowlin*

Kenneth E. Dowlin  
City Librarian





Item 2 - File 25-95-2

**Department:** Department of Parking and Traffic (DPT)

**Item:** Resolution concurring with the Controller's Certification of Costs required by Charter Section 8.300-1 (Proposition J) that certain services can be practically performed by a private contractor for a lower cost than similar work performed by City and County employees.

**Services to be Performed:** Parking Citation Data Entry Services for the DPT

**Description:** According to Ms. Jocelyn Kane of the DPT, this would be the first time that the DPT has contracted out for these services under Proposition J. Such services consist of the entry of data from written citations into the DPT's computerized data base. The Controller's Office has determined that engaging a private contractor to perform data entry services for the DPT for the FY 1995-96 will result in estimated savings as follows:

| <u>City Operated Service Costs</u> | <u>Lowest<br/>Salary Step</u> | <u>Highest<br/>Salary Step</u> |
|------------------------------------|-------------------------------|--------------------------------|
| Personnel                          | \$245,421                     | \$289,730                      |
| Fringe Benefits                    | <u>83,892</u>                 | <u>91,854</u>                  |
| Total                              | \$329,313                     | \$381,584                      |
| <u>Contract Service Cost</u>       | <u>230,000</u>                | <u>230,000</u>                 |
| <u>Estimated Savings</u>           | \$99,313                      | \$151,584                      |

**Comments:**

1. In early 1994, the DPT requested Proposition J approval for contracting out of data entry services in the Parking Contract Division. Although the Controller approved the request, the Board of Supervisors did not take action on the request, after representatives of SEIU Local 790 objected to the plan. Ms. Kane states that the union, which represents the 10 Data Entry Operators engaged in performing the subject services, agreed to withdraw its opposition to contracting out the subject services, provided that the DPT transition the affected employees to other positions.
2. According to Ms. Kane, all 10 DPT employees previously engaged in performing these services were classified as 1720, Data Entry Operators. Ms. Kane reports that all 10 employees remain employed at the DPT in existing positions, with nine now employed under Classification 1404, Clerk,

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and one employed under Classification 8214, Parking Control Officer. Ms. Kane states that as available positions within the DPT became vacant, employees under Classification 1720, Data Entry Operator, were hired into these existing vacant positions through the Human Resources Department.

3. Ms. Kane advises that the subject services are currently being performed on an interim basis by the Bank of America as part of a City-wide contract between the Bank and the Treasurer's Office for the processing of check payments to the City. The DPT began using these interim services in March, 1994 as the first of the 10 Data Entry Operators began to be transitioned. Ms. Kane advises that this arrangement has been used in order to avoid delays in citation entry. The cost of this service (approximately \$23,000 per month, or \$92,000 for the last four months of FY1994-95) is deducted by the Bank of America from the revenues that the Bank credits to the City's account. Under this arrangement, the DPT saves salary costs of Data Entry Operators, but the City receives parking ticket revenues that have been reduced by approximately \$23,000 per month.

4. According to Ms. Kane, because the Bank of America is compensated through deductions from parking ticket revenues owed to the City, rather than through direct payments, the DPT did not request approval for a supplemental appropriation to amend the contract with the Bank of America to include the DPT data entry services.

5. Ms. Kane states that the contract service estimate of \$230,000, based on an estimated 2.3 million citations at a cost of 10 cents per citation, was the lowest of three cost estimates provided by firms in response to a DPT solicitation of estimates. According to Ms. Kane, a formal request for proposal process will be initiated pending the approval of the proposed resolution, and contract services are expected to begin on July 1, 1995.

6. The Controller's supplemental questionnaire with the Department's responses, including the MBE/WBE status of the contractor, is attached.

**Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.

900-2: Charter 8.300-1 (Proposition J) QuestionnaireCharter 8.300-1 (Proposition J) Questionnaire

Department Department of Parking and Traffic For time Period FY-1995-6  
Contract Services Parking Citation Data Entry

- 1) Who performed services prior to contracting out?  
San Francisco Municipal Court prior to Nov. 1, 1993.  
San Francisco Department of Parking & Traffic as of Nov. 1, 1993.
- 2) Number of City employees laid off as a result of contracting out?  
0
- 3) If the employees were not laid off as a result of contracting out, what happened to them?  
Employees have been placed in existing clerical positions within the Department of Parking & Traffic.
- 4) What percent of a City employee's time is spent on services to be contracted out?  
100%
- 5) How long have the services been contracted out?  
N/A
- 6) Will contract services meet goals of MBE/WBE Ordinance?  
The Contract will be bid and awarded by the purchaser in accordance with all applicable City ordinances.

Jocelyn Kane  
Department Representative

Telephone: 554-9821



Item 3 - File 27-95-7

**Department:** San Francisco International Airport

**Item:** Ordinance approving Modification No. 11 of the Lease and Use Agreement between United Air Lines, Inc. and the City and County of San Francisco acting by and through its Airports Commission.

**Description:** On July 21, 1991, United Air Lines, Inc. and the Airport entered into a Lease and Use Agreement for United Air Lines to lease from the Airport 4,705 square feet of joint use space in the International Terminal Building.

The proposed lease modification would allow United Air Lines to relinquish a portion of this 4,705 square feet of leased, joint use space to provide room for the relocation of the Lufthansa Airlines Baggage Service Office and the U.S. Office of the Drug Enforcement Agency (DEA). These two offices are being relocated from the South side, lower level of the International Terminal to the North side, lower level of the International Terminal, in order to allow for the expansion of the Airport's Medical Clinic. Of the 4,705 square feet in joint use space, approximately 4,357 square feet currently contains a little-used domestic baggage carousel and is jointly used by United Air Lines and Philippine Airlines, Inc. Both airlines have agreed to relinquish this space. The lease modification for Philippine Airlines, Inc. to relinquish this space was previously approved by the Board of Supervisors (File 27-95-6).

Airport space categories are defined as follows:

Category I: Ticket Counters and Hold Rooms (waiting areas by gates)

Category II: Ticket Counter Back Offices, VIP Clubs, Baggage Claim Lobbies

Category III: Administrative and Operations Offices

Category IV: Baggage Handling Areas

**Comments:** 1. The proposed Modification No. 11 to the agreement with United Air Lines was adopted on February 7, 1995 by Airports Commission Resolution No. 95-0037.

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2. The proposed ordinance would decrease United Air Lines Category II, Joint Use space by 4,357 square feet from 4,705 square feet to 348 square feet. The current and proposed amounts of joint use space that would be leased to United Air Lines under proposed Modification No. 11 are as follows:

| <u>Joint Use Space</u> | <u>Current.<br/>Sq. Ft.</u> | <u>Proposed<br/>Sq. Ft.</u> | <u>Change</u> |
|------------------------|-----------------------------|-----------------------------|---------------|
| Category I             | 36,876                      | 36,876                      | 0             |
| Category II            | 4,705                       | 348                         | (4,357)       |
| Category III           | 1,373                       | 1,373                       | 0             |
| Category IV            | 17,528                      | 17,528                      | 0             |

3. The Airport has billed United Air Lines using a formula based on passenger usage of the subject 4,357 square feet of joint use space being relinquished. According to Mr. Bob Rhoades of the Airport, the space was seldom used and revenues for the 1994 calendar year totaled approximately \$62,000. Mr. Rhoades advises that the total revenues from the new tenants, the Lufthansa Baggage Service Office and the U.S. Drug Enforcement Agency, are estimated at \$155,000 annually for this space, or an annual estimated increase of \$93,000.

4. According to Mr. Rhoades, the Airport took possession of the subject 4,357 square feet in joint use space on February 7, 1995 to begin construction on facilities for the two new tenants who are expected to begin leasing the subject space in April, 1995. Therefore, the title and body of the proposed ordinance should be amended to provide for the retroactivity of the subject modification.

**Recommendation:** Amend the title and body of the proposed legislation to include that the proposed ordinance is retroactive and approve the proposed ordinance, as amended.



Item 4 - File 96-95-2

**Department:** Public Library

**Item:** Resolution authorizing the San Francisco Public Library to redistribute surplus books and materials to qualified applicants who meet specific criteria.

**Description:** The San Francisco Public Library has received requests from the general public, schools, churches, non-profit agencies, community centers and the Mayor's Office to redistribute surplus books and library materials for public benefit. Currently the Library discards all surplus books which cannot be added to the Main Library collection. Mr. Roberto Esteves Chief of the Main Library advises that, approximately two years ago, the Friends of the Library, a nonprofit agency, ceased its annual sales of the Library's surplus books. Proceeds from the sale of these surplus books by the Friends of the Library were previously used to support Library programs. According to Mr. Esteves, surplus books are books which are no longer needed by the Public Library to serve the reading and information needs of the library patrons (e. g., damaged books, books that are out of date).

The Library is now proposing to give surplus books, free of charge, to public and nonprofit organizations and agencies and churches under the following criteria: the applicant must demonstrate to the Library that the surplus books will be used for the benefit of the public; if an applicant for any reason sells surplus books they have received from the Library, the proceeds from such sale must accrue to the City; and all costs of processing the books for discard, shipping, or delivery must be paid by the applicant.

The Library is proposing to enter into agreements with applicants requesting surplus books. Such agreements would include provisions based on the criteria noted above and would be subject to termination by the Library within 30 days of the time that the Library provides written notification of such termination, if the applicants do not adhere to the provisions of the agreements.

**Comment:** Mr. Esteves advises that the Library's costs to administer the program to give surplus books to qualified applicants could be absorbed in the Library's existing budget. Therefore, this program would not result in any additional cost to the City.

**Recommendation:** Approval of this proposed resolution is a policy matter for the Board of Supervisors.

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Item 5 - File 172-95-14

**Department:** Department of Public Health

**Item:** Resolution authorizing the Department of Public Health, Community Substance Abuse Services, to enter into a Medi-Cal Agreement, retroactive to July 1, 1994, which contains a hold harmless clause, with the State of California, Department of Alcohol and Drug Programs, in the amount of \$5,559,002; authorizing and designating the Director of Substance Abuse Services to sign said agreement.

**Agreement Amount:** \$5,559,002

**Source of Funds:** State of California, Department of Alcohol and Drug Programs

**Agreement Period:** July 1, 1994 through June 30, 1995

**Description:** DPH advises that under the proposed Medi-Cal Agreement, the State would reimburse the City a total of \$5,559,002 for substance abuse services provided to Medi-Cal recipients, as follows:

|  | Units of<br>Service | Cost Per<br>Unit | Total<br>Allocation |
|--|---------------------|------------------|---------------------|
| <u>Outpatient Drug Free</u>                                |                     |                  |                     |
| 18th Street Services                                       | 475                 | \$82.17          | \$39,000            |
| Haight Ashbury Free Clinic                                 | 4,908               | 82.17            | 403,304             |
| Iris Center  | 1,217               | 82.17            | 100,000             |
| Walden House   | 363                 | 68.87            | 25,000              |
| Westside-Inner City  | 4,431               | 40.62            | 180,000             |
| <u>Day Care Habilitative</u>                               |                     |                  |                     |
| Womens Alcoholism  | 1,702               | \$76.13          | \$129,608           |
| New Walden Adolescent                                      | 3,615               | 65.00            | 235,000             |
| Iris Center  | 1,563               | 56.38            | 88,108              |
| Walden House   | 2,730               | 62.27            | 170,000             |
| <u>Methadone Maintenance</u>                               |                     |                  |                     |
| Bay Area Addiction Research<br>& Treatment (BAART) - Geary | 81,343              | \$14.94          | \$1,215,266         |
| BAART - Perinatal  | 17,955              | 21.98            | 394,660             |
| BAART - Town/EMB   | 96,657              | 14.94            | 1,444,056           |
| Bayview Methadone  | 24,455              | 14.23            | 348,000             |
| UCSF - SFGH Ward 93/PACE                                   | 33,133              | 14.94            | 495,000             |
| Westside Methadone   | 19,545              | 14.94            | 292,000             |
| Totals   | 294,092             |                  | \$5,559,002         |

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The proposed Medi-Cal Agreement includes a hold harmless clause which provides that the City will hold the State harmless from (1) any claims and losses in connection with contractors, subcontractors, individuals, firms and corporations furnishing or supplying work services, materials or supplies pertaining to the performance of this contract and (2) any claims and losses resulting to any person, firm or corporation who may be injured or damaged in connection with the City's performance of this contract. Ms. Paula Jesson of the City Attorney's Office, advises that this hold harmless agreement is a standard State agreement and that is reasonable for the City to enter into this agreement as it is drafted.

The proposed resolution would authorize the Director of Substance Abuse Services to execute any amendments to the Agreement without further approval of the Board of Supervisors. According to Mr. Larry Meredith, Director of Substance Abuse Services, this authorization is necessary in order to expedite any subsequent changes to the Agreement, which would be made subject to approval of the Health Commission only.

**Comments:**

1. As previously noted, the Medi-Cal Agreement has an effective date of July 1, 1994. As such, the proposed resolution provides for retroactive approval for the DPH to enter into the Medi-Cal Agreement. The DPH advises that the reason this proposed legislation is just now being submitted to the Board of Supervisors is because there were issues involving the State's allocation of these funds which were not resolved until December of 1994, which delayed the DPH's internal processing of this request

2. In addition to the hold harmless provision, if the proposed legislation were approved, the Director of Substance Abuse would have the authority to execute any amendments to the Agreement, without further approval of the Board of Supervisors. As such, the Budget Analyst believes that approval of the proposed legislation is a policy matter for the Board of Supervisors.

**Recommendation:**

Except for the hold harmless provision and the authority for the Director of Substance Abuse to execute any amendments to the Agreement, without further approval of the Board of Supervisors, which we consider to be policy matters for the Board of Supervisors, approve the proposed resolution.

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Item 6 - File 172-95-15

**Department:** Department of Public Health (DPH)

**Item:** Resolution authorizing the Director of Public Health to execute a subcontract, which contains a hold harmless clause, with the University of California at San Francisco (UCSF) for a Workers Compensation Treatment Facility, pursuant to a contract between the Department of Public Health and the Department of Human Resources.

**Description:** The Department of Human Resources which is now responsible for workers compensation, recently awarded a contract, based on a competitive building procedure, to the Department of Public Health, with UCSF serving as a subcontractor to provide medical treatment services, at San Francisco General Hospital (SFGH) and Mount Zion Hospital occupational clinic sites, for workers compensation cases involving City employees.

The DPH and the DHR have entered into a 18 month contract, which becomes effective on April 24, 1995, which governs the terms and conditions of the above noted-medical treatment services.

The proposed resolution would authorize the subcontract between DPH and UCSF which will obligate UCSF to meet the terms set forth in the above-noted contract between DPH and DHR. According to Ms. Kathy Murphy of the City Attorney's Office, the DPH is entering in to a separate subcontract with UCSF, as opposed to UCSF being a party to the primary contract between DPH and DHR, primarily in order to establish a direct line of accountability between the DPH and UCSF regarding the provision of the workers compensation medical treatment services.

The proposed subcontract stipulates that UCSF must comply with the terms and conditions of the DPH and DHR contractual agreement. Additionally, the proposed subcontract (1) stipulates that while DHR will make the referrals of injured employees to the clinic sites, it is the intent of the DPH and UCSF that 60 percent of injured workers shall be seen at the SFGH site and 40 percent will be seen at the Mount Zion site (2) outlines the administrative and management responsibilities of the DPH and UCSF, (2) provides guidelines for the maintenance and purchase of computer equipment and software by DPH and UCSF (stipulates that in no event shall either party be obligated to spend more than \$15,000 per year on computer hardware,

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Item 7 - File 172-95-12

**Note:** This item was continued by the Government Efficiency and Labor Committee at its meeting of March 28, 1995.

**Department:** Department of Public Works (DPW)  
Chief Administrative Officer (CAO)

**Item:** Resolution authorizing the City's assumption of damages due to an earthquake in connection with the construction contracts for the seismic retrofit of City Hall and the construction of the new courthouse, pursuant to Section 6.54 of the Administrative Code.

**Description:** Section 6.54 of the Administrative Code provides that all contracts for construction work or improvements on public facilities, may, when authorized by the Board of Supervisors, include a provision that if any such construction work or improvements are damaged or destroyed by an earthquake while such work is in progress, the City, and not the contractor, shall bear the cost of restoring such construction work or improvement to its condition prior to the earthquake. The proposed resolution, if approved, would authorize the inclusion of this provision in the construction contracts for the seismic retrofit of City Hall and the construction of the new courthouse facility pursuant to Section 6.54.

**Comment:** Mr. Keith Grand, Risk Manager of the CAO advises that State law provides that in the event of an earthquake, a contractor is responsible for paying for damages of up to 5 percent of the cost of the construction contract. In the case of the City Hall contract, which is \$102,877,000, such damages would total \$5,143,850. According to Mr. Grand, it is very difficult and costly for a contractor to obtain earthquake liability insurance and, even if such insurance could be obtained, it would provide limited coverage. Further, Mr. Grand notes that if contractors are required to obtain earthquake liability insurance, the contractors would in turn include the cost of such insurance in their bid amounts submitted to the City.

**Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.

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software or related costs), (3) stipulates that each party shall maintain a minimum of one full time equivalent at each clinic site, which is dedicated to case management activities, (4) provides billing and payment guidelines pursuant to the terms of the primary agreement and (5) provides that the City and UCSF will hold each other harmless from any liability, loss, and claims for injury of damages arising out of the performance of this subcontract, but only in proportion to and to the extent that such liability, loss, expense, or claims for injury or damages are caused by or are the result of negligent or intentional acts on the part of the City or UCSF.

Ms. Kathy Murphy of the City Attorney's Office advises that it reasonable for the City to enter into the hold harmless agreement as it is drafted.

**Comment:** Attached is a memo from Ms. Murphy, which states, per Mr. Richard Cordova, the Executive Administrator of SFGH, that the proposed subcontract will not result in any additional costs to the City.

**Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.

Attachment

Memo:

Per Richard Cordova, the SFGH Executive Administrator, this sub-contract will not involve any additional costs to the City. In fact, SFGH anticipates new revenue in the amount of \$350,000 as a result of this contract. This new revenue will defray the costs of provided workers' comp services at SFGH, which are projected at \$150,000, leaving a profit margin of \$200,000.

Provided by,

Ms. Kathy Murphy



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Item 8 File 172-95-13

**Note:** This item was continued by the Government Efficiency and Labor Committee at its meeting of March 28, 1995.

**Department:** Chief Administrative Officer (CAO)

**Item:** Resolution authorizing the Chief Administrative Officer to enter into an agreement with members of the United Nations Plaza Project Committee, whereby the City will indemnify and hold harmless said members from damages arising out of improvements to the United Nations Plaza.

**Description:** The Board of Supervisors previously approved legislation authorizing the City's acceptance of a gift from the San Francisco Foundation, valued at \$350,000, for improvements to the United Nations Plaza (File 38-94-13). Such improvements, which will be made in honor of the 50th Anniversary of the founding of the United Nations, will consist of the installation of a series of granite paving stones, streetlight bases and stone markers in United Nations Plaza. The paving stones, streetlight bases and stone markers will be engraved with quotations from the United Nations charter documents, notes on the founding of the United Nations in San Francisco and names of the member nations. The names of the project sponsors will also be engraved. All of the paving stones, streetlight bases and stone markers will replace existing facilities and will not change the layout of the United Nations Plaza.

The CAO advises that the United Nations Plaza Project Committee, a four member committee appointed by the San Francisco Foundation, including one representative of the San Francisco Foundation and three representatives of the community, has requested that the City agree to hold the Committee harmless from any damages which may result from the above-noted improvement project. These Committee members are the joint donors of the \$350,000 gift. The proposed hold harmless agreement would hold the members of the Committee harmless from any claims for damages resulting from the members' involvement in the improvement project, provided that such claims are not the result of gross negligence or intentional misconduct on the part of the Committee members.

**Comment:** Mr. Preston Tom of the City Attorney's Office advises that it is reasonable for the City to enter into this hold harmless agreement because (1) the Committee members themselves will not be performing the actual renovation work and (2) the

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contractor, which will be performing the renovation work, has named the City as an additional insured under the contract.

✓ **Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.



Item 9 - File 97-95-16

1. The proposed ordinance would amend Section 16.157 of the Administrative Code to approve the City's FY 1995-96 Health Service System plans and rates of contribution as adopted by the Health Service Board to be paid by the members of the system. The members of the system are comprised of employees, retirees, and the surviving spouses of employees and retirees of the City and County of San Francisco, the San Francisco Unified School District and the Community College District.

2. The Board of Supervisors previously adopted a resolution (File 78-95-1) setting the City's contribution to the Health Service Fund for FY 1995-96 at \$175.09 per month for each member. The City's contribution was established in accordance with Charter Sections 8.423 and 8.428, which set the average contribution rate based on a survey of the ten most populous counties in California. The City's contribution of \$175.09 per month (\$2,101 per year) represents a decrease of \$2.91 per month, or approximately 1.6 percent over the FY 1994-95 rate of \$178.00 per month (\$2,136 per year).

3. Once the City's contribution is established, member contributions are calculated by the Health Service System actuary, Rael and Letson, Consulting Actuaries in order to ensure that contributions from all sources will be adequate to support anticipated claims for the upcoming fiscal year. The proposed ordinance would establish member contribution rates for FY 1995-96 pursuant to Charter Sections 8.421 and 8.422. Charter Sections 8.421 and 8.422 require approval by three-fourths of the members of the Board of Supervisors after the Board has secured an actuarial report of the costs and effects of any proposed change in the benefits of the Health Service System or rates of contribution. Contribution rates vary according to: (1) whether or not a member is an active employee, retired employee, or surviving spouse; (2) whether or not that individual has Medicare coverage; and (3) which of the City's five health plans that individual elects to join. The actuarial report and details of the member contribution rates are contained in the Clerk's file.

4. The following plans will be offered in FY 1995-96:

- City Health Plan\*
- Kaiser Foundation Health Plan
- Aetna Health Plans of Northern California
- Health Net
- FHP/TakeCare
- PacifiCare (Secure Horizons)\*\*

\*Administered by the Health Service System.

\*\*A Medicare risk plan offered to retirees with Medicare Part A&B coverage.

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5. The total revenue from employer and member contributions for the health plans in 1995-96 is estimated to be \$137.1 million. A summary of the revenue sources is as follows:

|  | Amount<br>(Millions) | Percent<br>of Total<br>Contributions |
|--|----------------------|--------------------------------------|
| City and County Contribution                             |                      |                                      |
| - Current Employees                                      | \$ 57.0              | 41.6%                                |
| - Retired Employees and Surviving Spouses                | 17.9                 | 13.1                                 |
| School District/ Community College District Contribution |                      |                                      |
| - Current Employees                                      | 18.0                 | 13.1                                 |
| - Retired Employees and Surviving Spouses                | <u>7.0</u>           | <u>5.1</u>                           |
| Total Employer Contributions                             | \$ 99.9              | 72.9                                 |
| Employee Contributions                                   | <u>37.2</u>          | <u>27.1</u>                          |
| Total Contributions                                      | \$137.1              | 100.0%                               |

6. Of the total estimated employer contributions of \$99.9 million, approximately \$47.3 million or approximately 47 percent, would be contributed from the City's General Fund. The remaining \$52.6 million of employer contributions would be paid from the City's Special Funds (e.g., Airport, Port, Water Department and Hetch Hetchy) and from School District and Community College District revenue sources.

7. As previously noted, the decrease in the employer's (City's) contribution of \$2.91 per employee per month, which was established based on a survey of average contribution rates for the ten most populous counties in California in accordance with Charter Sections 8.423 and 8.428. As shown on the following page, the cost changes to employees are reduced from as little as \$1.84 per month (\$22.08 annually) to as large as \$45.48 per month (\$545.76 annually) depending on the health plan selected.

A comparison of the FY 1994-95 monthly rates for active and retired City employees with the proposed FY 1995-96 rates adopted by the Health Service Board and the monthly difference in costs are as follow:

|                              | 1995-96<br>Monthly<br>Rates | 1994-95<br>Monthly<br>Rates | Monthly<br>Increase<br>(Decrease) |
|------------------------------|-----------------------------|-----------------------------|-----------------------------------|
| <u>City Health Plan</u>      |                             |                             |                                   |
| Single Employee              | \$ 10.83                    | \$ 17.43                    | \$ (6.60)                         |
| Employee plus one dependent  | 160.86                      | 181.38                      | (20.52)                           |
| Employee plus two dependents | 260.24                      | 286.67                      | (26.43)                           |

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|  | 1995-96<br>Monthly<br><u>Rates</u> | 1994-95<br>Monthly<br><u>Rates</u> | Monthly<br>Increase<br>(Decrease) |
|--|------------------------------------|------------------------------------|-----------------------------------|
| <u>Kaiser Foundation Health Plan</u>             |                                    |                                    |                                   |
| Single Employee                                  | 2.16                               | 4.00                               | (1.84)                            |
| Employee plus one dependent                      | 159.04                             | 164.82                             | (5.78)                            |
| Employee plus two dependents                     | 264.01                             | 273.60                             | (9.59)                            |
| <u>Aetna Health Plans of Northern California</u> |                                    |                                    |                                   |
| Single Employee                                  | 2.16                               | 10.70                              | (8.54)                            |
| Employee plus one dependent                      | 150.40                             | 190.63                             | (40.23)                           |
| Employee plus two dependents                     | 248.57                             | 294.05                             | (45.48)                           |
| <u>Health Net</u>                                |                                    |                                    |                                   |
| Single Employee                                  | 2.16                               | 8.92                               | (6.67)                            |
| Employee plus one dependent                      | 153.57                             | 179.36                             | (25.79)                           |
| Employee plus two dependents                     | 253.34                             | 293.37                             | (40.03)                           |
| <u>FHP/TakeCare *</u>                            |                                    |                                    |                                   |
| Single Employee                                  | 2.16                               | -                                  | -                                 |
| Employee plus one dependent                      | 155.23                             | -                                  | -                                 |
| Employee plus two dependents                     | 257.90                             | -                                  | -                                 |
| <u>PacificCare (Secure Horizons)**</u>           |                                    |                                    |                                   |
| Single Employee                                  | 0.00                               | -                                  | -                                 |
| Employee plus one dependent                      | 19.58                              | -                                  | -                                 |
| Employee plus two dependents                     | -                                  | -                                  | -                                 |

\*Not offered in 1994-95

\*\*Not offered in 1994-95. Dependent must have Medicare Parts A&B coverage.

A description of changes to health benefits under these plans is provided in the Attachment.

8. According to Mr. Randy Smith of the Health Service System, the Health Service Board has elected to subsidize employee rates for the City Health Plan by \$1.3 million, from the Health Service Trust Fund, for FY 1995-96 in order to make the City's Health Plan more competitive with the other HMO's offered to employees (Kaiser, Aetna, Health Net and FHP/TakeCare). Mr. Smith advises that the Health Service Trust Fund consists of approximately \$26.2 million of accumulated contingency funds generated from excess employee contribution projections plus approximately \$2 million yearly interest. According to Mr. Smith, because these monies represent employee contributions, they cannot be used to off-set the cost of employer contributions. The City contribution (as described in Comment No. 2) is set in accordance with Charter Section 8.423 and 8.428 and is a fixed amount.

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9. The total estimated cost of \$137.1 million for the various health plans for FY 1995-96, including the employer and employee contributions, represents an average decrease of approximately 5.8 percent or \$8.4 million from the FY 1994-95 costs of \$145.5 million.

10. The City is continuing to provide employer paid dental benefits to most employees for the fourth year. This benefit was extended as a result of the passage of Proposition B on the November, 1991 ballot and Memorandum of Understanding entered into by the City and employee organizations. The Health Service Board has continued offering three dental plans, Delta Dental, DentiCare, and Safeguard. As of March 1, 1995, a total of 19,873 employees are enrolled in City-paid dental plans for projected FY 1995-96. Total premiums (based on current membership) are approximately \$17.5 million or \$1 million (5.4%) less than \$18.5 million for FY 1994-95. A summary of these costs are as follow:

|              | Employee<br>Membership | Projected<br>1995-96<br>Premiums | Projected<br>1994-95<br>Premiums |
|--------------|------------------------|----------------------------------|----------------------------------|
| Delta Dental | 16,418                 | \$16,355,000                     | \$17,500,000                     |
| DentiCare    | 2,780                  | 942,000                          | 800,000                          |
| Safeguard    | <u>675</u>             | <u>194,000</u>                   | <u>181,000</u>                   |
| Total:       | 19,873                 | \$17,491,000                     | \$18,481,000                     |

11. A comparison of the FY 1995-96 premium monthly rate schedules of the dental plans for employer contributions and the FY 1994-95 rates are as follow:

|                              | 1995-96<br>Monthly<br>Rates | 1994-95<br>Monthly<br>Rates | Monthly<br>Increase<br>(Decrease) |
|------------------------------|-----------------------------|-----------------------------|-----------------------------------|
| <u>Delta Dental</u>          |                             |                             |                                   |
| Single Employee              | \$ 41.81                    | \$ 44.74                    | \$(2.93)                          |
| Employee plus one dependent  | 77.13                       | 82.53                       | (5.40)                            |
| Employee plus two dependents | 124.04                      | 132.71                      | (8.67)                            |
| <u>Denticare Dental Plan</u> |                             |                             |                                   |
| Single Employee              | 19.18                       | 16.25                       | 2.93                              |
| Employee plus one dependent  | 25.90                       | 21.95                       | 3.95                              |
| Employee plus two dependents | 38.35                       | 32.50                       | 5.85                              |
| <u>Safeguard Dental Plan</u> |                             |                             |                                   |
| Single Employee              | 14.70                       | 13.74                       | .96                               |
| Employee plus one dependent  | 22.68                       | 21.20                       | 1.48                              |
| Employee plus two dependents | 34.22                       | 31.98                       | 2.24                              |

12. A choice of three dental plans that are fully paid for by retirees and active employees, who are not eligible for employer paid dental coverage, will also

continue to be offered with no cost to the City. Such dental plans will have a reduced benefit design in order to reduce the premium cost for participants.

13. The 1995-96 monthly premium rates of the dental plans with employee contributions are as follow:

|                                | 1995-96<br>Monthly<br><u>Rates</u> | 1994-95<br>Monthly<br><u>Rates</u> | Monthly<br>Increase<br>(Decrease) |
|--------------------------------|------------------------------------|------------------------------------|-----------------------------------|
| <u>Safehealth Dental Plan*</u> |                                    |                                    |                                   |
| Single Employee                | \$26.87                            | \$25.75                            | \$1.12                            |
| Employee plus one dependent    | 53.48                              | 50.16                              | 3.32                              |
| Employee plus two dependents   | 75.24                              | 69.10                              | 6.14                              |
| <u>Denticare Dental Plan</u>   |                                    |                                    |                                   |
| Single Employee                | 13.68                              | 13.15                              | .53                               |
| Employee plus one dependent    | 18.25                              | 17.55                              | .70                               |
| Employee plus two dependents   | 27.38                              | 26.33                              | 1.05                              |
| <u>Safeguard Dental Plan</u>   |                                    |                                    |                                   |
| Single Employee                | 9.26                               | 8.65                               | .61                               |
| Employee plus on dependent     | 16.48                              | 15.40                              | 1.08                              |
| Employee plus two dependents   | 23.38                              | 21.85                              | 1.53                              |

\*Safehealth replaces Delta Dental as the fee-for-service carrier.

### Recommendation

Approve the proposed ordinance.



**BENEFIT CHANGES IN 1995**  
**For the Benefit Year of July 1, 1995 - June 30, 1996**

***HEALTH PLAN CHANGES***

***HEALTHNET***

The merger of QualMed and HealthNet Health Plans is now complete and the successor health plan is now called HealthNet. This HMO provides coverage throughout the State of California.

***FHP/TAKECARE (New Plan)***

The FHP/TakeCare Health Maintenance Organization has been added to the health plans available effective July 1, 1995. This HMO serves most of the State of California.

***FOUNDATION (No longer offered)***

Foundation Health Plan will no longer be offered to employees in Tuolumne County and the surrounding counties. These employees must select one of the alternative health plans serving that area.

***HEALTH PLAN BENEFIT CHANGES***

***CITY HEALTH PLAN***

Preferred Provider Benefit Enhancement Changes are as follows:

|  | <u>Effective</u><br><u>7-1-95</u> | <u>Current</u><br><u>Benefit</u> |
|--|-----------------------------------|----------------------------------|
| 1) Physician office visit<br>(including well baby visit)                     | \$5 per visit                     | \$10 per visit                   |
| 2) Mental Health visit<br>(visit limit increased to 25 per benefit year)     | \$20 per visit                    | \$25 per visit                   |
| 3) Inpatient Hospital Admission  | No Charge                         | \$200 per adm.                   |
| 4) Inpatient Mental Health Admission   | No Charge                         | \$25 per day                     |
| 5) Periodic Health Assessment (Physical<br>Examination) allowed once a year. | \$20 copay                        | \$20 (1 time<br>each 2 yrs.)     |
| 6) Chiropractic benefit year limit increased to                              | \$1,000                           | \$825                            |



**Standard Plan Benefit Changes:**

- |    |   |                             |             |
|----|---|-----------------------------|-------------|
| 1) | Acupuncture will be a covered benefit payable at  | 80% of UCR to \$750 per yr. | Not covered |
| 2) | Mental Health visit limit is increased to   | 25 per benefit year.        | 20 visits   |
| 3) | Hospice benefit year limit increased to   | \$10,000                    | \$7,500     |
| 4) | Covered outpatient services outside the Preferred Provider service area will be paid at | 80% UCR                     | 70% UCR     |

**Prescription Drug Benefit Change:**

|   |                   |         |
|---|-------------------|---------|
| Diabetic Supplies covered under the prescription drug benefit | \$10 per purchase | 70% UCR |
|---|-------------------|---------|

***KAISER FOUNDATION HEALTH PLAN***

No Benefit Changes.

***AETNA***

The following benefit change will be effective July 1, 1995:

The prescription drug benefit will be provided with a copayment charge of \$5 for a 30-day supply. It is currently \$6 per prescription.

***HEALTHNET (QualMed)***

The following benefit change will be effective July 1, 1995:

The prescription drug benefit will be provided with a copayment charge of \$5 for a 34-day supply. It is currently \$7 per prescription.

**DENTAL PLANS****1995-96 Benefit Changes****EMPLOYER PAID DENTAL PLANS**

There are no benefit or premium changes to any employer paid dental plan.

Note: Dental benefits for transit operators, nurses, supervisory nurses and employees of the San Francisco Unified School District and San Francisco Community College District are provided through their union or employer respectively. The benefits of those dental plans may not be the same as the City provided dental plan.

DELTA DENTAL, DENTICARE AND SAFEGUARD WILL CONTINUE TO BE OFFERED.

**EMPLOYEE PAID DENTAL PLANS**

DentiCare and Safeguard Dental Plans will continue to be offered to employees who are not provided employer paid dental coverage.

In addition, Safehealth Life Dental Plan will replace Delta Dental as the fee-for-service alternative. Employees who are currently enrolled in Delta Dental Plan and who do not cancel Delta coverage will automatically be enrolled in Safehealth Life Dental Plan.

Item 10 - File 97-95-17

**Item:** Ordinance amending Section 16.93-4 of the Administrative Code, which establishes the schedule for the annual joint fundraising drive, by amending the schedule to provide for later deadlines for (a) filing applications to participate and (b) designating participating agencies, for the 1995 annual drive only.

**Description:** Each year in the Fall, the City holds a joint fundraising drive in which City employees may authorize deductions from their pay warrants for designated charitable agencies. For the 1995 fundraising drive, two parent charitable organizations, representing a total of 73 charitable agencies, failed to apply to the Board of Supervisors by the March 1, 1995 deadline date for agencies wishing designation and have requested a modification of the deadline date for the 1995 calendar year only.

Section 16.93-4 of the Administrative Code provides for a March 1st deadline for (1) charitable agencies wishing to participate to submit applications to the Board of Supervisors, (2) the appointment by the Mayor of a Chair for the fundraising drive and (3) the filing of a report with the Mayor and the Board of Supervisors by the Chair of the previous year's fundraising drive. Section 16.93-4 of the Code also provides for a May 1st deadline for the Board of Supervisors to designate those charitable agencies that qualify to participate in the fundraising drive.

The proposed ordinance would amend Section 16.93-4 for the 1995 joint fundraising drive only by changing (1) the March 1st deadline to May 1st for purposes of the Board of Supervisors acceptance of applications of charitable organizations wishing to participate in the City's annual joint fundraising drive, and (2) the May 1st deadline to June 1st for designation by the Board of Supervisors of qualified charitable agencies.

**Recommendation:** Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

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Item 12 - File 97-95-8

**Department:** Department of Public Works (DPW)

**Item:** Ordinance amending Section 10.117-77 of the Administrative Code to allow for the depositing of fees, fines, and liens into the Adopt-a-Tree Fund, and implementing various other urban forest management provisions.

**Description:** The proposed ordinance would amend sections of the Administrative Code, Housing Code and Public Works Code to allow for various changes in urban forest management programs which are administered by the Department of Public Works (DPW). Urban forest management refers to the oversight of all trees on public streets and rights of way within the borders of the City and County of San Francisco. Specifically, the proposed ordinance would provide for the following:

**1. Tree Maintenance Responsibility**

Under current law, it is not clear whether tree maintenance responsibility rests with the DPW or with abutting property owners, according to Ms. Miriam Stomblor of the City Attorney's Office. However, it is the current practice of the DPW that unless it can be documented that the DPW has taken on maintenance responsibility for a given tree, then maintenance responsibility rests with the abutting property owner. The proposed ordinance would clarify that tree maintenance responsibility rests with the abutting property owner, unless the DPW undertakes tree maintenance responsibility in writing. The DPW would be required to publish a list of those trees which it will maintain within 120 days of implementation of the proposed ordinance. The DPW would be required to notify affected property owners when additions or deletions to the list are made, and, in cases where the DPW is proposing to relinquish tree maintenance responsibility, the ordinance provides that a hearing must be held upon request, and that the DPW must complete outstanding major tree maintenance including but not limited to tree replacement, tree removal, and tree/root maintenance, before relinquishing responsibility.

**2. Adopt-a-Tree Fund and In-Lieu Planting Program**

The proposed ordinance would amend the Administrative Code to allow the DPW expand the kinds of deposits made to the existing Adopt-a-Tree fund to include certain donations, administrative fees, permit fees, fines, and in-lieu fees, along

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with the donations currently authorized for deposit into this fund. Currently, the existing Adopt-a-Tree Fund only receives monies from private donations received for tree plantings. Funds deposited into the Adopt-a-Tree Fund must be used to enhance urban forestry programs. Although such funds would not be subject to appropriation approval by the Board of Supervisors, DPW estimates that deposits into the fund under these amendments would not exceed \$10,000 annually.

The proposed ordinance would allow the DPW to collect In-Lieu fees from property owners in certain circumstances, such as when trees are removed and not replaced, and when trees normally required under the Planning Code are not planted because property owners are excused from tree planting by the Zoning Administrator. Monies collected through the assessment of In-Lieu fees would be used for additional tree planting to offset the loss of street trees due to removal, destruction or death.

In-lieu fees would be set equal to the replacement value of a tree that has been removed, or equal to the City's costs to plant and water a tree for two years.

### **3. Planting and Removal Procedures**

Under the proposed ordinance, procedures for planting and removal of street trees have been revised to provide more specific public notice requirements and timelines. The new procedures specifically require that a hearing be held upon request by any interested party prior to the Director of the DPW, a) authorizing the removal of a tree or, b) authorizing the planting of a tree for which the abutting property owner will be responsible for maintenance. Similarly, a hearing may be requested before a private individual can obtain a permit to remove a street tree.

The proposed ordinance would provide for the establishment of fees for tree removal permits, and authorize the DPW to collect in-lieu fees where trees are removed and not replaced. The fee for a tree removal permit would be set by the Director of Public Works. No fee would be required for a permit to plant a tree.

### **4. Neighborhood Planting Programs**

The proposed ordinance continues the DPW's commitment to neighborhood planting programs, and authorizes the DPW to donate trees, materials, funds, labor and technical advice.

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## **5. Fines**

The DPW would be authorized to assess a fine on a property owner equal to the replacement value of trees that are removed or destroyed without a permit. The proposed ordinance would also increase the fine for removing a tree without a proper permit from \$100 to \$200 for a first offense and from \$200 to \$400 for a second offense. The proposed ordinance would also state that a violation found to be a misdemeanor is punishable by up to six months in jail, in addition to the existing \$1,000 fine for violations found to be a misdemeanor.

## **6. Liens**

The proposed ordinance would formalize the process for placing a lien on property owners for outstanding fines and fees related to tree management. The proposed ordinance would specify that three notifications regarding the fines and fees due must be sent from the DPW to the property owner prior to the DPW's transmitting a lien to the Board of Supervisors.

### **Comments:**

1. According to Mr. Dan McKenna of the DPW, the intent of the proposed ordinance would be to expand and protect the City's urban forest. Mr. McKenna indicates that many trees have been illegally removed, damaged or destroyed over the past five years, and he believes that the increased penalties and other measures under the proposed ordinance should reduce improper tree removals. Mr. McKenna believes that the proposed ordinance will also help provide a financial incentive for property owners to retain and maintain street trees.

2. Mr. McKenna states that the estimated revenues that would be generated from the additional fines and fees imposed by the proposed ordinance would be less than \$10,000 annually.

3. Mr. McKenna indicates that no penalties have ever been assessed for vandalism or for removal of a tree without a permit because of the difficulty of identifying the responsible parties, and, therefore, the increased penalties under this section of the proposed ordinance are also not anticipated to generate any significant revenues.

4. Mr. McKenna states that the proposed ordinance would not increase the City's costs to maintain trees or to implement the ordinance. Urban forest management

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programs are currently funded through Proposition B Sales Tax revenues as approved by the voters in 1989.

**Recommendation:** Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

Item 14 - File 173-95-1

1. This item is a hearing to consider the decision by the Port Commission to not proceed with the pursuit of \$8 million in Federal funds allocated for the purpose of accommodating double -stack trains and handling container cargo traffic between the Port of San Francisco and the East Bay.

2. Mr. Dennis Bouey, Executive Director of the Port, advises that in order to receive the \$8 million in Federal funds to pay for double-stack trains and the expansion of cargo container facilities (the Tunnel Project), the Port would have to provide matching funds estimated in the amount of \$2 million to \$2.5 million. According to Mr. Bouey, after an in-depth evaluation of this project, which would be aimed at increasing the Port's container cargo shipping, the Port determined that the project would not result in sufficient benefit to the City to justify an estimated expenditure of \$2 million to \$2.5 million by the Port. Mr. Bouey advises that the Port came to this conclusion primarily based on demographic and geographic considerations, which place substantial limitations on San Francisco's ability to be competitive with other ports in the East Bay, with regard to container cargo shipping. According to Mr. Bouey, over the past 20 years, the majority of import and export business has shifted from San Francisco to the East Bay, thereby, making the East Bay the hub of this industry. Additionally, according to Mr. Bouey, San Francisco has one train system, Southern Pacific, by which cargo can be transported. Mr. Bouey states that, in contrast, the City of Oakland has three train systems, which permits cargo to be transported in greater volume and in less time than cargo can be transported from San Francisco. Lastly, Mr. Bouey states that the Tunnel Project is not a stand alone project. As such, according to Mr. Bouey, to attract additional container cargo shipping, various other capital improvements, costing millions of dollars would also have to be made.

3. Mr. Bouey advises that he will be in attendance at the Government Efficiency and Labor Committee meeting on April 11, 1995 to make comments and to respond to any questions which the Committee might have on this subject matter.



Item 15 - File 97-95-13

**Item:** Ordinance amending the Administrative Code by adding Section 6.61 to require that all contracts and leases between the City and professional major league sports teams include a provision that requires such teams to use major league quality athletes.

**Description:** The proposed ordinance would amend Section 6.61 of the City's Administrative Code to require that all contracts and leases entered into, modified or amended between the City and professional, major league sports teams after May 1, 1995, include a provision requiring such teams to use "major league quality athletes" during professional sports events.

For the purposes of the legislation, a team would be deemed to have failed to use "major league quality athletes" if more than 80 percent of the athletes the team makes available to perform in a sporting event did not perform on a major league team during the previous professional sports season.

Mr. Phil Arnold of the Recreation and Parks Department reports that the City has leases with the Giants and with the 49ers in which a part of the City's revenues are linked to ticket sales, and such ticket sale revenues could be assumed to be affected by the use of "replacement" players such as those proposed in the recent baseball strike. Mr. Arnold reports that the legislation's estimate that up to \$500,000 per year would be lost to the City if attendance at Giants games dropped 50 percent or more during the regular season is reasonable. In addition, Mr. Arnold notes that the City derives parking revenues, as well as other tax revenues associated with concessions and other businesses related to sports events, which could be expected to be affected by the use of other than major league quality players.

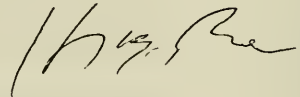
**Comments:** 1. According to Mr. Arnold, including such a clause in the City's leases and contracts would not increase the City's costs to negotiate such contracts, or substantially alter the terms that the City could negotiate in making contracts with professional sports teams. However, as noted above, if a team were to use other than major league quality players, there could be a fiscal impact on the City in reduced concession revenues if ticket sales decline, and reduced tax revenues.

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2. As the City's contracts are presently written, if a team violates a contract, the City may terminate the contract. If the Giants, for example, fielded a team with more than 80 percent "replacement" players, and the team had a contract with the City containing a provision like that in the proposed ordinance, the team would be in violation of the contract. In such a case, the City could terminate the contract and baseball could not be played at Candlestick Park.

**Recommendation:** Approval of the proposed ordinance is a policy matter for the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Hallinan  
Supervisor Ammiano  
Supervisor Teng  
President Shelley  
Supervisor Kaufman  
Supervisor Migden  
Supervisor Alioto  
Supervisor Bierman  
Supervisor Hsieh  
Supervisor Kennedy  
Supervisor Leal  
Clerk of the Board  
Chief Administrative Officer  
Controller  
Teresa Serata  
Robert Oakes  
Ted Lakey



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**Revised**

DOCUMENTS DEPT.

Item 6 - File 172-95-15

APR 11 1995

**Department:** Department of Public Health (DPH)

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**Item:** Resolution authorizing the Director of Public Health to execute a subcontract, which contains a hold harmless clause, with the University of California at San Francisco (UCSF) for a Workers Compensation Treatment Facility, pursuant to a contract between the Department of Public Health and the Department of Human Resources.

**Description:** The Department of Human Resources which is now responsible for workers compensation, recently awarded a contract, based on a competitive bidding procedure, to the Department of Public Health, with UCSF serving as a subcontractor to provide medical treatment services, at San Francisco General Hospital (SFGH) and Mount Zion Hospital occupational clinic sites, for workers compensation cases involving City employees.

The DPH and the DHR have entered into a 18 month contract, which becomes effective on April 24, 1995, which governs the terms and conditions of the above noted-medical treatment services.

DOCUMENTS DEPT.

APR 11 1995

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The proposed resolution would authorize the subcontract between DPH and UCSF which will obligate UCSF to meet the terms set forth in the above-noted contract between DPH and DHR. According to Ms. Kathy Murphy of the City Attorney's Office, the DPH is entering in to a separate subcontract with UCSF, as opposed to UCSF being a party to the primary contract between DPH and DHR, primarily in order to establish a direct line of accountability between the DPH and DHR regarding the provision of the workers compensation medical treatment services.

The proposed subcontract stipulates that UCSF must comply with the terms and conditions of the DPH and DHR contractual agreement. Additionally, the proposed subcontract (1) stipulates that while DHR will make the referrals of injured employees to the clinic sites, it is the intent of the DPH and UCSF that 60 percent of injured workers shall be seen at the SFGH site and 40 percent will be seen at the Mount Zion site (2) outlines the administrative and management responsibilities of the DPH and UCSF, (2) provides guidelines for the maintenance and purchase of computer equipment and software by DPH and UCSF

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(stipulates that in no event shall either party be obligated to spend more than \$15,000 per year on computer hardware, software or related costs), (3) stipulates that each party shall maintain a minimum of one full time equivalent at each clinic site, which is dedicated to case management activities, (4) provides billing and payment guidelines pursuant to the terms of the primary agreement and (5) provides that the City and UCSF will hold each other harmless from any liability, loss, and claims for injury or damages arising out of the performance of this subcontract, but only in proportion to and to the extent that such liability, loss, expense, or claims for injury or damages are caused by or are the result of negligent or intentional acts on the part of the City or UCSF.

Ms. Kathy Murphy of the City Attorney's Office advises that it reasonable for the City to enter into the hold harmless agreement as it is drafted.

**Comment:** Attached is a memo from Ms. Murphy, which states, per Mr. Richard Cordova, the Executive Administrator of SFGH, that the proposed subcontract will not result in any additional costs to the City.

**Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.

Memo:

Per Richard Cordova, the SFGH Executive Administrator, this sub-contract will not involve any additional costs to the City. In fact, SFGH anticipates workers' compensation revenue in the amount of \$350,000 as a result of this contract. This revenue completely covers the cost of providing the related services.

Provided by,

Ms. Kathy Murphy



Memo to Government Efficiency and Labor Committee  
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Item 7 - File 172-95-12

**Note:** This item was continued by the Government Efficiency and Labor Committee at its meeting of March 28, 1995.

**Department:** Department of Public Works (DPW)  
Chief Administrative Officer (CAO)

**Item:** Resolution authorizing the City's assumption of damages due to an earthquake in connection with the construction contracts for the seismic retrofit of City Hall and the construction of the new courthouse, pursuant to Section 6.54 of the Administrative Code.

**Description:** Section 6.54 of the Administrative Code provides that all contracts for construction work or improvements on public facilities, may, when authorized by the Board of Supervisors, include a provision that if any such construction work or improvements are damaged or destroyed by an earthquake while such work is in progress, the City, and not the contractor, shall bear the cost of restoring such construction work or improvement to its condition prior to the earthquake. The proposed resolution, if approved, would authorize the inclusion of this provision in the construction contracts for the seismic retrofit of City Hall and the construction of the new courthouse facility pursuant to Section 6.54.

**Comment:** Mr. Keith Grand, Risk Manager of the CAO advises that State law provides that in the event of an earthquake, a contractor is responsible for paying for damages of up to 5 percent of the cost of the construction contract. In the case of the City Hall contract, which is \$102,877,000, such damages would total \$5,143,850. According to Mr. Grand, it is very difficult and costly for a contractor to obtain earthquake liability insurance and, even if such insurance could be obtained, it would provide limited coverage. Further, Mr. Grand notes that if contractors are required to obtain earthquake liability insurance, the contractors would in turn include the cost of such insurance in their bid amounts submitted to the City.

**Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.

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APR 14 1995

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CALENDAR

REGULAR MEETING  
GOVERNMENT EFFICIENCY AND LABOR COMMITTEE  
BOARD OF SUPERVISORS  
CITY AND COUNTY OF SAN FRANCISCO

TUESDAY, APRIL 11, 1995 - 1:00 P.M.

Veterans Building  
401 Van Ness Ave., Room 410

MEMBERS: Supervisors Terence Hallinan, Tom Ammiano, Mabel Teng

ABSENT: Supervisor Ammiano - Items 5 and 6

Supervisor Teng - Item 13

CLERK: Gail Johnson

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine, and will be acted upon by a single roll call vote. There will be no separate discussion of these items unless a member of the Committee or the public so requests, in which event the matter shall be removed and considered as a separate item.
- (a) File 144-93-3.3. [Reserved Funds, Port, \$175,000] Hearing requesting release of reserved funds, Port, Federal Transportation Funds, in the amount of \$175,000, for engineering and design services for Ferry Building renovation. (Port)
- (b) File 146-93-58.4. [Reserved Funds, Department of Public Health] Hearing requesting release of reserved funds, Department of Public Health, Community Substance Abuse Services, in the amount of \$1,017,995, for the continuation of Target Cities project implementation. (Contractor, Haight Ashbury Free Clinics) (Department of Public Health)
- (c) File 146-93-58.5. [Reserved Funds, DPH, \$201,360] Hearing requesting release of reserved funds, Department of Public Health, Community Substance Abuse Services, in the total amount of \$201,360 for implementation of Federal Target Cities Project. (Department of Public Health)
- (d) File 89-95-1. [SDI Coverage, 1237 Training Coordinator] Resolution authorizing enrollment of Classification 1237 Training Coordinator, into the State Disability Insurance Program. (Department of Human Resources)
- (e) File 68-94-10.1. [Release of Reserve Funds] Hearing to consider release of \$365,164 for various aspects of community education and interim control activities relating to lead hazard reduction/primary prevention program. (Supervisor Shelley)

- (f) File 148-95-1. [Acceptance of Funds, Catellus Development Corp.] Resolution authorizing the Director of Public Works, with approval of the Chief Administrative Officer, to accept and expend funds of up to \$1,015,190 from Catellus Development Corporation for its share of Combined Sewer System and Overland Flow Facility Costs associated with construction of the King Street Roadway in the Mission Bay Project Area. (Also see Files 225-90-3, 255-91-3, and 255-94-1) (Department of Public Works)
- (g) File 152-95-1. [1995-96 Standards & Training, Local Corrections] Resolution authorizing the Sheriff's Department, Adult Probation Department, and Juvenile Probation Department of the City and County of San Francisco to apply for, accept and expend \$334,390 in funds from the State of California Board of Corrections for the Standards and Training of Local Corrections and Probation Officers Programs; stipulating adherence to standards of recruitment and training established by the Board of Corrections, waiving indirect costs. (Sheriff)
- (h) File 147-95-1. [State Grant - Project Read] Resolution authorizing the City Librarian to apply retroactively for, accept and expend funds not to exceed \$57,443 that include indirect costs of five percent available from the California State Library for Student/Tutor Support and Outreach Services. (Public Library)

ACTION: Items b, c, e and g removed from Consent Calendar. Remainder of Consent Calendar recommended.

- a. File 144-93-3.3. Release of \$175,000 approved. Filed.
- b. File 146-93-58.4. Hearing held. Consideration continued to April 25, 1995, meeting.
- c. File 146-93-58.5. Hearing held. Release of \$238,750 approved. Filed.
- d. File 89-95-1. Recommended.
- e. File 68-94-10.1. Hearing held. Consideration continued to April 25, 1995, meeting.
- f. File 148-95-1. Recommended.
- g. File 152-95-1. Hearing held. Amended on page 1, line 4, after "apply for", and on line 21, after "to submit", by adding "retroactively". Recommended as amended. New title: "Authorizing the Sheriff's Department, Adult Probation Department, and Juvenile Probation Department of the City and County of San Francisco to apply for, retroactively, accept and expend \$334,390 in funds from the State of California Board of Corrections for the Standards and Training of Local Corrections and Probation Officers Programs; stipulating adherence to standards of recruitment and training established by the Board of Corrections, waiving indirect costs."

- h. File 147-95-1. Recommended.

### REGULAR CALENDAR

2. File 25-95-2. [Contract Out, Parking Citation Data Entry] Resolution concurring with the Controller's certification that parking citation data entry services for the Department of Parking and Traffic Citation Division can be practically performed by a private contractor for a lower cost than similar services performed by City and County employees. (Also see File 25-94-8) (Department of Parking and Traffic)

ACTION: Hearing held. Recommended. (Supervisor Teng Dissenting)

3. File 27-95-7. [Airport Lease Modification, United Air Lines] Ordinance approving Modification No. 11 of Lease and Use Agreement between United Air Lines, Inc. and the City and County of San Francisco, acting by and through its Airports Commission. (Airports Commission)

ACTION: Hearing held. Amended on line 4, after "approving", and on line 10, after "approves", by adding "retroactively". Recommended as amended. New title: "Approving, retroactively, Modification No. 11 of Lease and Use Agreement between United Air Lines, Inc. and the City and County of San Francisco, acting by and through its Airports Commission."

4. File 96-95-2. [Surplus Books and Materials, Public Library] Resolution authorizing the San Francisco Public Library to redistribute surplus books and materials to qualified applicants who meet specific criteria. (Public Library)

ACTION: Hearing held. Recommended.

5. File 172-95-14. [State Hold Harmless Medi-Cal Agreement] Resolution authorizing the Department of Public Health, Community Substance Abuse Services to enter into a Hold Harmless Medi-Cal Agreement retroactive to July 1, 1994 for the term July 1, 1994 through June 30, 1995 with the State of California, Department of Alcohol and Drug Programs in the amount of \$5,559,002 as a condition of receiving State Medi-Cal funds for Substance Abuse Treatment; authorizing and designating the Director of Substance Abuse Services to sign said agreement (Department of Public Health)

ACTION: Hearing held. Recommended.

6. File 172-95-15. [DPH Workers' Compensation Sub-Contract] Resolution authorizing the Director of Public Health to execute a Sub-contract, including indemnification, with the University of California for a Workers' Compensation Treatment Facility pursuant to a contract between the Department of Public Health and the Department of Human Resources. (Department of Public Health)

ACTION: Hearing held. Recommended.

7. File 172-95-12. [Waiver, Seismic Retrofit Contracts] Resolution authorizing the City's assumption of damages due to earthquake in the contracts for the seismic retrofit of City Hall and construction of the new courthouse, pursuant to Administrative Code Section 6.54. (Department of Public Works)  
(Continued from 3/28/95)

ACTION: Hearing held. Recommended.

8. File 172-95-13. [Contract, CAO - U.N. Plaza Project Committee] Resolution authorizing the Chief Administrative Officer to enter into an agreement with members of the United Nations Plaza Project Committee whereby the City will indemnify and hold said members harmless from damages arising out of the United Nations Plaza Project. (Chief Administrative Officer)  
(Continued from 3/28/95)

ACTION: Hearing held. Recommended.

9. File 97-95-16. [Health Service Plans & Rates of Contribution] Ordinance amending Administrative Code Section 16.157, approving Health Service System Plans and Rates of Contribution as adopted by the Health Service Board. (Health Service System)

ACTION: Hearing held. Consideration continued to April 25, 1995, meeting.

10. File 97-95-17. [Joint Fundraising Drive, 1995] Ordinance amending Administrative Code Section 16.93-4 establishing the schedule for the conduct of the Annual Joint Fundraising Drive, by amending the schedule to provide later deadlines for filing applications to participate and for designating participating agencies for the 1995 annual drive only. (Supervisor Hallinan)

ACTION: Hearing held. Recommended.

11. File 164-95-1. [Hunt Lane] Hearing to consider alternative uses for Hunt Lane. (Supervisor Hallinan)  
(Continued from 3/28/95)

ACTION: Consideration continued to April 25, 1995, meeting (at the request of sponsor).

12. File 97-95-8. [Urban Forestry] Ordinance amending Administrative Code Section 10.117-77 to allow depositing of fees, fines and liens into the Adopt-A-Tree Fund; amending Housing Code Section 351 to allow the recording of street tree permits on the Report of Residential Building Record; repealing the existing sections of Article 16 of the Public Works Code and adopting new sections to clarify street tree maintenance responsibilities, to provide for in-lieu and replacement fees, to promote the planting and retention of street trees, to initiate a cost recovery fee schedule for street tree removal permits, to clarify and simplify the procedures for tree permits and nuisance tree abatement and to increase the penalties for violations of this article. (Supervisor Hallinan)

ACTION: Consideration continued to April 25, 1995, meeting (at the request of sponsor).



13. File 13-95-11. [Toxic Contamination, Friends of the Court] Resolution urging the Board of Supervisors to join other public agencies adjoining San Francisco bay in support of Save San Francisco Bay Association and others, as Friends of the Court before the U.S. Court of Appeals respecting toxic contamination of San Francisco bay with selenium by UNOCAL refinery, without cost to the City. (Supervisor Hallinan)

ACTION: Hearing held. Recommended.

14. File 173-95-1. [Port Tunnel Project] Hearing to consider the decision by the Port Commission to not proceed with the pursuit of \$8 million in federal funds allocated for the purpose of accommodating double-stack trains and handling container traffic between the Port of San Francisco and the East Bay. (Supervisor Hallinan)

ACTION: Consideration continued to the Call of the Chair (at the request of sponsor).

15. File 97-95-13. [Major League Team Professional Athlete] DRAFT ordinance amending Administrative Code by adding Section 6.61 to require that all contracts and leases between the City and County and professional, major league sports teams include a provision that requires such teams to use major league quality athletes. (Supervisor Ammiano)

ACTION: Hearing held. Amendment of the Whole (approved as to form), as presented by Supervisor Ammiano, adopted. Amended on page 2, line 23, by replacing "eighty" with "twenty". Recommended as amended. New title: "Amending Administrative Code by adding Section 6.61 to require that all contracts, leases and other agreements by which the City permits City facilities to be used by professional, major league sports teams for more than one year include a provision that requires such teams to use major league quality athletes."

### LITIGATION

The Government Efficiency and Labor Committee of the Board of Supervisors may meet in closed session under the provisions of Government Code Section 54956.9(a) to discuss proposed settlements of the lawsuits listed below, these lawsuits involving the City and County of San Francisco. This motion would be made on the basis that discussion in open session of these proposed settlements would prejudice the position of the City in these lawsuits.

16. File 45-95-10. [Settlement of Litigation, Tina Milla Sosa] Ordinance authorizing settlement of litigation of Tina Milla Sosa against the City and County of San Francisco by payment of \$10,000. (Superior Court No. 963-609). (City Attorney)

ACTION: Recommended.

17. File 45-95-11. [Settlement of Litigation, M. E. Washington] Ordinance authorizing settlement of litigation of Michael Eugene Washington against the City and County of San Francisco by payment of \$29,000 and waiver of medical lien in the amount of \$3,696.14. (City Attorney)

ACTION: Recommended.

18. File 46-95-5. [Litigation, CCSF v. Fischer & Porter/Reliance] Ordinance authorizing settlement of litigation of the City and County of San Francisco against Fischer & Porter Company; and Reliance Insurance Company for \$200,000 plus parts valued at approximately \$175,000. (U.S. District Court, Northern District of California, No. C 93-0385 CAL). (City Attorney)

ACTION: Recommended.

19. File 48-95-6. [Settlement of Claims, Geico Insurance Company] Resolution approving the settlement of the unlitigated claim of Geico Insurance by payment of \$13,000. (Also see File 48-95-1.) (City Attorney)

ACTION: Recommended.

20. File 48-95-7. [Settlement of Claim, Mid Century Insurance] Resolution approving settlement of the unlitigated claim of Mid-Century Insurance Company by payment for \$7,506.88. (City Attorney)

ACTION: Recommended.

21. File 48-95-8. [Settlement of Claim, E. Stewart Holland] Resolution approving the settlement of the unlitigated claim of E. Stewart Holland by payment of \$6,100. (City Attorney)

ACTION: Recommended.

The Government Efficiency and Labor Committee of the Board of Supervisors may find that it is in the best interests of the City not to disclose any information revealed in its closed session deliberations in the proposed settlements listed above at this time and may move not to disclose any information at this time.



CITY AND COUNTY



OF SAN FRANCISCO

**BOARD OF SUPERVISORS****BUDGET ANALYST**

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

April 21, 1995

**TO:** Government Efficiency and Labor Committee

**FROM:** Budget Analyst

**SUBJECT:** April 24, 1995 Special Government Efficiency and Labor Committee Meeting

Items 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 23, 24, 29, and 30 -  
Files 93-95-5, 93-95-5.1, 93-95-6, 93-95-6.1, 93-95-7, 93-95-7.1, 93-95-8, 93-95-8.1,  
93-95-9, 93-95-9.1, 93-95-10, 93-95-10.1, 93-95-11, 93-95-11.1, 93-95-12, 93-95-12.1,  
93-95-13, 93-95-13.1, 93-95-16, 93-95-16.1, 93-95-19 and 93-95-19.1

**Department:** Human Resources Department

**Items:** **Item 1, File 93-95-5** - Resolution ratifying the Memorandum of Understanding (MOU) between the Automotive Machinists Union, Local No. 1305 and the City.  
**Item 2, File 93-95-5.1** - Ordinance implementing the fiscal provisions of the MOU for the Automotive Machinists Union.

**Item 3, File 93-95-6** - Resolution ratifying the MOU between the Bay Counties District Council of Carpenters and its Affiliated Local Unions, Local No. 22 and the City.

**Item 4, File 93-95-6.1** - Ordinance implementing the fiscal provisions of the MOU for the Bay Counties District Council of Carpenters and its Affiliated Local Unions.

**Item 5, File 93-95-7** - Resolution ratifying the MOU between the Laborer's International Union, Local No. 261 and the City.

**Item 6, File 93-95-7.1** - Ordinance implementing the fiscal provisions of the MOU for the Laborer's International Union.

DOCUMENTS DEPT.

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**Item 7, File 93-95-8** - Resolution ratifying the MOU between the Machinist Automotive Trades District No. 190, International Association of Machinists and Aerospace Workers, Local No. 1347 and the City.

**Item 8, File 93-95-8.1** - Ordinance implementing the fiscal provisions of the MOU for the Machinist Automotive Trades District No. 190, International Association of Machinists and Aerospace Workers union.

**Item 9, File 93-95-9** - Resolution ratifying the MOU between the Operating Engineers, Local Union No. 3 of the International Union of Operating Engineers, AFL-CIO and the City.

**Item 10, File 93-95-9.1** - Ordinance implementing the fiscal provisions of the MOU for the Operating Engineers union.

**Item 11, File 93-95-10** - Resolution ratifying the MOU between the United Association of Journeymen and Apprentices of the Plumbing Pipe Fitting Industry, Local No. 38 and the City.

**Item 12, File 93-95-10.1** - Ordinance implementing the fiscal provisions of the MOU for the United Association of Journeymen and Apprentices of the Plumbing Pipe-Fitting Industry union.

**Item 13, File 93-95-11** - Resolution ratifying the MOU between the Cement Masons, Local No. 580 and the City.

**Item 14, File 93-95-11.1** - Ordinance implementing the fiscal provisions of the MOU for the Cement Masons union.

**Item 15, File 93-95-12** - Resolution ratifying the MOU between the Sheetmetal Workers International Association, Local No. 104, AFL-CIO and the City.

**Item 16, File 93-95-12.1** - Ordinance implementing the fiscal provisions of the MOU for the Sheetmetal Workers International Association union.

**Item 17, File 93-95-13** - Resolution ratifying the MOU between the International Brotherhood of Electrical Workers, Local No. 6 and the City.

**Item 18, File 93-95-13.1** - Ordinance implementing the fiscal provisions of the MOU for the International Brotherhood of Electrical Workers union.

**Item 23, File 93-95-16** - Resolution ratifying amendment to the MOU between the United Union of Roofers, Waterproofers and Allied Workers, Local No. 40 and the City.

**Item 24, File 93-95-16.1** - Ordinance implementing the fiscal provisions of the amendment to the MOU for the United Union of Roofer, Waterproofers and Allied Workers.

**Item 29, File 93-95-19** - Resolution ratifying amendment to the MOU between the Pile Drivers, Divers, Carpenters and the Bridge, Wharf and Dock Builders, Local No. 34 and the City.  
**Item 30, File 93-95-19.1** - Ordinance implementing the fiscal provisions of the MOU for the Pile Drivers, Divers, Carpenters and the Bridge, Wharf and Dock Builders union.

**Description:**

Proposition F was passed by the San Francisco electorate in November of 1994. Under Proposition F, the wages and other benefits and working conditions for most City employees will now be set through collective bargaining. Proposition F also provides that if the City and a union are unable to reach agreement on a new contract, the disputed issues will be submitted to a three member arbitration board for settlement. Prior to the approval of Proposition F, the wages of the employees in the above-noted unions were set through a salary survey which standardized City wages relative to those of workers in comparable positions in other jurisdictions. As a result of Proposition F, the above-noted employees wages will now be set through collective bargaining.

The proposed resolutions would ratify the MOUs between the above-noted trade unions and the City. The term of the MOUs is July 1, 1995 to June 30, 1996

The proposed ordinances would implement the fiscal provisions of the proposed MOUs. The following major fiscal provisions are included in the proposed MOUs:

**Law Suit Settlement**

The law suit brought by the unions against the City for the City's non-payment of City employee wage increases in FYs 1993-94 and 1994-95, based on the Salary Standardization Ordinance, has been settled. Under the terms of the settlement, employees under each of the above noted MOUs will receive a one-time payment of 25 percent of the scheduled wage increase that they would have received in FY 1994-95, based on the Salary Standardization Ordinance.

**Retirement Costs**

Effective October 1, 1995, the City shall "pick up" two percent of the current 7.5 percent of the employee's share of retirement costs. Effective January 1, 1996, the City's pick up of these costs shall increase to three percent of the employee's share of costs and effective April 1, 1996 the City's pick up of such costs will increase to 4.5 percent.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

### Dependent Health

Previously, the employees under this MOU made monthly payments for dependent health care. The amounts of such payments vary for each employee according to the number of dependents covered. The proposed MOU provides that the City will "pick up" an increasing amount of these monthly payments for dependent health care. Effective October 1, 1995, the City will pay \$50 per employee per month, and effective January 1, 1996, the City will pay an additional \$75 per employee per month for dependent health care.

### Dental Insurance

These MOUs provide for dental insurance coverage for employees in these groups at a total cost of \$2,130,222. However, as of the writing of this report, the rate basis for this benefit was not available.

In summary, the increased annual costs to the City, as estimated by the Controller's Office for the provisions noted above, are as follows:

| <u>Bargaining Unit/Category</u>     | <u>Lawsuit<br/>Settlement</u> | <u>Retirement<br/>Pick-Up</u> | <u>Dependent<br/>Health<br/>Pick-Up</u> | <u>Dental<br/>Coverage</u> | <u>Incremental<br/>Costs</u> | <u>Ongoing<br/>Costs</u> |
|-------------------------------------|-------------------------------|-------------------------------|---|----------------------------|------------------------------|--------------------------|
| Local no. 38 - Plumbers             | \$197,436                     | \$394,872                     | \$82,500                                | \$243,804                  | \$918,612                    | 1\$,157,298              |
| Local no. 1305 - Auto Machinists    | 197,140                       | 354,852                       | 93,000                                  | 274,834                    | 919,826                      | 1,124,039                |
| Local no. 1327 - Maint. Machinists  | 39,810                        | 71,658                        | 20,400                                  | 60,286                     | 192,154                      | 234,202                  |
| Local no. 34 - Pile Workers         | 17,104                        | 25,656                        | 6,300                                   | 18,618                     | 67,677                       | 79,379                   |
| Local no. 3 - Operating Engrs.      | 40,488                        | 60,732                        | 13,800                                  | 40,782                     | 155,802                      | 182,946                  |
| Local no. 261 - Laborers            | 237,023                       | 711,070                       | 247,500                                 | 731,412                    | 1,965,895                    | 2,524,802                |
| Local no. 22 - Carpenters           | 25,378                        | 91,361                        | 21,600                                  | 63,832                     | 202,172                      | 278,955                  |
| Local no. 580 - Cement Masons       | 5,559                         | 20,011                        | 6,900                                   | 20,391                     | 52,861                       | 70,763                   |
| Local no. 104 - Sheet Metal Workers | 12,428                        | 44,742                        | 10,800                                  | 31,916                     | 99,887                       | 137,601                  |
| Local no. 6 - Electricians          | 219,520                       | 790,272                       | 181,800                                 | 537,255                    | 1,728,847                    | 2,390,499                |
| Local no. 40 - Roofers              | <u>2,344</u>                  | <u>8,438</u>                  | <u>2,400</u>                            | <u>7,092</u>               | <u>20,274</u>                | <u>27,568</u>            |
| All Trade Unions                    | \$994,230                     | \$2,573,665                   | \$687,000                               | \$2,030,222                | \$6,324,007                  | \$8,208,052              |

The Controller's Office estimates that the elimination of the Sewage Premium in the Laborer's International Union, Local No. 261 MOU, will result in savings to the City of \$40,000 in 1995-96 and on-going savings to the City of approximately \$120,000 annually.

**Comment:** The Budget Analyst concurs with the Controller's estimate of the costs of the salary increase and benefits which are identified in the trade union MOUs, with the exception of the estimated costs for dental insurance, for which the rate basis for this benefit was not available. Additionally the Budget Analyst concurs with the Controller's estimated savings to the City with regard to the elimination of the Sewage Premium in the Laborer's International Union, Local No. 261 MOU.

**Recommendation:** Approval of the proposed resolutions and ordinances is a policy matter for the Board of Supervisors.







Items 21, 22, 25, 26, 27, and 28 - Files 93-95-15, 93-95-15.1, 93-95-17, 93-95-17.1, 93-95-18, and 93-95-18.1

**Department:** Human Resources Department

**Item:** **Item 21, File 93-95-15** Resolution ratifying Amendment to Memorandum of Understanding between the Bricklayers, Stone Masons, Terraza Mechanics, Marble Masons, Pointers, Caulkers and Cleaners, Local Union No.3 and Hod Carriers Local Union No. 36 and the City and County of San Francisco.

**Item 22, File 93-95-15.1** Ordinance implementing the fiscal provisions of the Amendment to the Memorandum of Understanding between the Bricklayers, Stone Masons, Terraza Mechanics, Marble Masons, Pointers, Caulkers and Cleaners, Local Union No.3 and Hod Carriers Local Union No. 36 and the City and County of San Francisco.

**Item 25, File 93-95-17** Resolution ratifying Amendment to the Memorandum of Understanding between the Painters Union, Local 4 and the City and County of San Francisco.

**Item 26, File 93-95-17.1** Ordinance implementing the fiscal provisions of the Amendment to the Memorandum of Understanding between the Painters Union, Local 4 and the City and County of San Francisco.

**Item 27, File 93-95-18** Resolution ratifying Amendment to the Memorandum of Understanding between the Glaziers, Architectural Metal and Glass Workers, Local Union No. 718, and the City and County of San Francisco.

**Item 28, File 93-95-18.1** Ordinance implementing the fiscal provisions of the Amendment to the Memorandum of Understanding between the Glaziers, Architectural Metal and Glass Workers, Local Union No. 718, and the City and County of San Francisco.

**Description:** Proposition F was passed by the San Francisco electorate in November of 1994. Under Proposition F, the wages and other benefits and working conditions for most City workers will be set through collective bargaining. Proposition F also provides that if the City and a union are unable to reach agreement on a new contract, the disputed issues will be submitted to a three member arbitration board for settlement. Prior to the approval of Proposition F, the wages of most City workers were set through a salary survey which standardized City wages relative to those of workers in comparable positions in other jurisdictions.

The trade unions listed above are now subject to collective bargaining. These unions (Bricklayers, Hodcarriers, Painters, and Glaziers) have each agreed to continue the terms of the MOU that they held with the City prior to Proposition F. The current MOUs are therefore identical to their predecessors, and there is no additional cost to the City represented by ratification of these MOUs. The provisions of these MOUs can be summarized as follows:

**1. Bricklayers Union Local No. 3 and Hod Carriers Union Local No. 36 (Items 21 and 22, Files 93-95-15 and 93-95-15.1)**

This MOU was agreed to for a four year period beginning July 1, 1993 and ending June 30, 1997. The MOU contains the standard provisions of most MOUs to which the City is a party and covers working conditions, benefits and grievance procedures. Pay rates for the employees in the classes covered by this MOU range from \$38,184 to \$57,106. Other financial provisions of the MOU include: participation in the City retirement program, health insurance, and dependent health insurance.

**2. Painters Union Local No. 4 (Items 25 and 26, Files 93-95-17 and 93-95-17.1)**

This MOU was agreed to for a four year period beginning July 1, 1992 and ending June 30, 1996. The MOU contains the standard provisions of most MOUs to which the City is a party and covers working conditions, benefits and grievance procedures. Pay rates for the employees in the classes covered by this MOU range from \$39,307 to \$59,952. Other financial provisions of the MOU include: participation in the City retirement program, health insurance, dependent health insurance, and other items.

**3. Glaziers Union Local No. 718 (Items 27 and 28, Files 93-95-18 and 93-95-18.1)**

This MOU was agreed to for a five year period beginning July 1, 1991 and ending June 30, 1996. The MOU contains the standard provisions of most MOUs to which the City is a party and covers working conditions, benefits and grievance procedures. Pay rates for the employees in the classes covered by this MOU range from \$43,273 to \$57,968. Other financial provisions of the MOU include: participation in the City retirement program, health insurance, dependent health insurance, and other items.

**Comments:** As noted above, there are no changes to the MOUs that are the subject of the proposed resolutions and ordinances, and no additional cost to the City under the fiscal provisions of these MOUs.

- Recommendations:**
1. Approval of the proposed resolution ratifying the MOU (Item 21, File 93-95-15) and the proposed ordinance adopting the fiscal provisions of the MOU (Item 22, File 93-95-15.1) between the City and the Bricklayers Union Local No. 3 and Hod Carriers Union Local No. 36 are policy matters for the Board of Supervisors.
  2. Approval of the proposed resolution ratifying the MOU (Item 25, File 93-95-17) and the proposed ordinance adopting the fiscal provisions of the MOU (Item 26, File 93-95-17.1) between the City and the Painters Union Local No. 4 are policy matters for the Board of Supervisors.
  3. Approval of the proposed resolution ratifying the MOU (Item 27, File 93-95-18) and the proposed ordinance adopting the fiscal provisions of the MOU (Item 28, File 93-95-18.1) between the City and the Glaziers Union Local No. 718 are policy matters for the Board of Supervisors.



Memo to Government Efficiency and Labor Committee  
April 24, 1995 Government Efficiency and Labor Committee Meeting

Items 19, 20, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46 and 47 - Files 93-95-14, 93-95-14.1, 93-95-20, 93-95-20.1, 93-95-22, 93-95-22.1, 93-95-24, 93-95-24.1, 93-95-25, 93-95-25.1, 93-95-26, 93-95-26.1, 93-95-4, 93-95-4.1, 93-95-27, 93-95-27.1, 93-95-4.2, 93-95-4.3 and 106-95-2

**Department:** Human Resources Department

**Items:** **Item 19, File 93-95-14** - Resolution ratifying the Memorandum of Understanding (MOU) between the International Alliance of Theatrical Stage Employees and Moving Picture Machine Operators of the United States and Canada, Local No. 16 and the City.

**Item, 20, File 93-95-14.1** - Ordinance implementing the fiscal provisions of the MOU for the International Alliance of Theatrical Stage Employees and Moving Picture Machine Operators union.

**Item 31, File 93-95-20** - Resolution ratifying the MOU between the Building Material and Construction Teamsters, Local No. 216 and the City.

**Item 32, File 93-95-20.1** - Ordinance implementing the fiscal provisions of the MOU for the Building Material and Construction Teamsters union.

**Item 33, File 93-95-22** - Resolution ratifying the MOU between the San Francisco Institutional Police Officers and the City.

**Item 34, File 93-95-22.1** - Ordinance implementing the fiscal provisions of the MOU for the San Francisco Institutional Police Officers.

**Item 35, File 93-95-24** - Resolution ratifying the MOU between the Probation Officers Association and the City.

**Item 36, File 93-95-24.1** - Ordinance implementing the fiscal provisions of the MOU for the Probation Officers Association.

**Item 37, File 93-95-25** - Resolution ratifying the MOU between the District Attorney Investigators Association and the City.

**Item 38, File 93-95-25.1** - Ordinance implementing the fiscal provisions of the MOU for the District Attorney Investigators Association.



**Item 39, File 93-95-26** - Resolution ratifying the amendment to the MOU between the Building Inspector Association for the 6334 Chief Building Inspector and the City.

**Item 40, File 93-95-26.1** - Ordinance implementing the fiscal provisions of the MOU for the Building Inspector Association for the 6334 Chief Building Inspector.

**Item 41, File 93-95-4** - Resolution ratifying the amendment to the MOU between the Building Inspectors Association and the City for the 6334 Chief Building Inspector, awarded by the arbitration panel.

**Item 42, File 93-95-4.1** - Ordinance amending Ordinance No. 317-94 implementing the fiscal provisions of the MOU for the Building Inspector Association for the 6334 Chief Building Inspector, awarded by the arbitration panel.

**Item 43, File 93-95-27** - Resolution ratifying the amendment to the MOU between the Building Inspector Association and the City for the 6331 Building Inspector and the 6333 Senior Building Inspector.

**Item 44, File 93-95-27.1** - Ordinance implementing the fiscal provisions of the amendment to the MOU for the Building Inspector Association for the 6331 Building Inspector and the 6333 Senior Building Inspector.

**Item 45, File 93-95-4.2** - Resolution ratifying the amendment to the MOU between the Building Inspectors Association and the City for the 6331 Building Inspector and the 6333 Senior Building Inspector, awarded by the panel of arbitrators.

**Item 46, File 93-95-4.3** - Ordinance amending Ordinance No. 316-94 implementing the fiscal provisions of the MOU for the Building Inspectors Association for the 6331 Building Inspector and the 6333 Senior Building Inspector, awarded by the panel of arbitrators.

**Item 47, File 106-95-2** - Ordinance fixing compensation for persons employed by the City whose compensations are subject to the provisions of Section 8.409 of the Charter, in classes not represented by an employee organization, and establishing working schedules, conditions of employment and methods of payment.



**Description:** Proposition F was passed by the San Francisco electorate in November of 1994. Under Proposition F, the wages and other benefits and working conditions for City employees will be set through collective bargaining. Proposition F also provides that if the City and union are unable to reach agreement on a new contract, the disputed issues will be submitted to a three member arbitration board for settlement. Prior to the approval of Proposition F, the wages of the employees included in this report, with the exception of the District Attorney Investigators and the Building Inspectors, were set through a salary survey which standardized City wages relative to those of workers in comparable positions in other jurisdictions. As a result of Proposition F, the employees wages, with the exception of District Attorney and the Building Inspectors, will now be set through collective bargaining.

The proposed resolutions would ratify the MOUs between the above-noted unions and associations and the City.

The proposed ordinances would implement the fiscal provisions of the proposed MOUs. The major fiscal provisions included in the above-noted MOUs, are as follows:

**Local No. 16 - Theatrical Stage Employees and Moving Picture Machine Operators (Term - July 1, 1995 to June 30, 1996)**

No analysis was prepared by the Controller's Office on the cost of the MOU with Local No. 16, and no data was provided to the Budget Analyst.

**Retirement Costs**

Effective October 1, 1995, the City shall "pick up" two percent of the current 7.5 percent of the employee's share of retirement costs. Effective January 1, 1996, the City's pick up of these costs shall increase to three percent. Effective April 1, 1996 such pick up of costs shall increase to 4.5 percent and effective January 1, 1997, the City's pick up costs shall be 7.5 percent.

**Dependent Health Care**

Previously, the employees under this MOU made monthly payments for dependent health care. The amounts of such payments vary for each employee according to the number of dependents covered. The proposed MOU provides that the City will "pick up" an increasing amount of these monthly

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

payments for dependent health care. Effective October 1, 1995, the City will pay \$50 per employee per month, and effective January 1, 1996, the City will pay an additional \$75 per employee per month for dependent health care.

#### Dental Coverage

The MOU provides for dental insurance coverage for employees in this group. However, as of the writing of this report, the rate basis and the amount of this benefit was not available.

#### **Local No. 216 - Building Material and Construction Teamsters (Term - July 1, 1995 to June 30, 1998)**

#### Lawsuit Settlement

The lawsuit brought by the unions against the City for the City's denial of City employee wage increases in FYs 1993-94 and 1994-95, based on the Salary Standardization Ordinance, has been settled. Under the terms of the settlement, employees under this MOU will receive a one-time payment of 25 percent of the scheduled wage increase that the employees would have received in FY 1994-95, based on the Salary Standardization Ordinance.

#### Retirement Costs

Effective October 1, 1995, the City shall "pick up" two percent of the current 7.5 percent of the employee's share of retirement costs. Effective January 1, 1996, the City's pick up of these costs shall increase to three percent. Effective April 1, 1996 such pick up of costs shall increase to 4.5 percent and effective January 1, 1997, the City's pick up costs shall be 7.5 percent.

#### Dependent Health Care

Previously, the employees under this MOU made monthly payments for dependent health care. The amounts of such payments vary for each employee according to the number of dependents covered. The proposed MOU provides that the City will "pick up" an increasing amount of these monthly payments for dependent health care. Effective October 1, 1995, the City will pay \$50 per employee per month, and effective January 1, 1996, the City will pay an additional \$125 per employee per month, and effective January 1, 1997, the City will pay an additional \$225 per month for dependent health care.

**BOARD OF SUPERVISORS  
BUDGET ANALYST**

#### Dental Coverage

The MOU provides for dental insurance coverage for employees in this group at a cost of \$115,253. However, as of the writing of this report, the rate basis for this benefit was not available.

#### **Police Officers Association - Institutional Police Officers (Term - July 1, 1995 to June 30, 1996 )**

##### Retirement Costs

Effective October 1, 1995, the City shall "pick up" two percent of the current 9 percent of the employee's share of retirement costs. Effective January 1, 1996, the City's pick up of these costs shall increase to three percent of the employee's share of costs and effective April 1, 1996 the City's pick up of such costs will increase to 4.5 percent.

##### Dependent Health Care

Previously, the employees under this MOU made monthly payments for dependent health care. The amounts of such payments vary for each employee according to the number of dependents covered. The proposed MOU provides that the City will "pick up" an increasing amount of these monthly payments for dependent health care. Effective October 1, 1995, the City will pay \$50 per employee per month, and effective January 1, 1996, the City will pay an additional \$75 per employee per month for dependent health care.

#### **Local No. 856 - Probation Officers (Term - July 1, 1995 to June 30, 1996)**

##### Retirement Costs

Effective October 1, 1995, the City shall "pick up" two percent of the current 9 percent of the employee's share of retirement costs. Effective January 1, 1996, the City's pick up of these costs shall increase to three percent. Effective April 1, 1996 such pick up of costs shall increase to 4.5 percent and effective January 1, 1997, the City's pick up costs shall be 7.5 percent.

### Dependent Health Care

Previously, the employees under this MOU made monthly payments for dependent health care. The amounts of such payments vary for each employee according to the number of dependents covered. The proposed MOU provides that the City will "pick up" an increasing amount of these monthly payments for dependent health care. Effective October 1, 1995, the City will pay \$50 per employee per month, and effective January 1, 1996, the City will pay an additional \$75 per employee per month for dependent health care.

### District Attorney Investigator Association - District Attorney Investigators (Term - July 1, 1995 to June 30, 1996)

#### Wage Increase

The Controller's Office estimates that wage increases under the MOU for this group will total approximately \$119,304, however, the basis for this increase was not reported to the Budget Analyst.

#### Retirement Costs

Effective October 1, 1995, the City shall "pick up" two percent of the current 9 percent of the employee's share of retirement costs. Effective January 1, 1996, the City's pick up of these costs shall increase to three percent of the employee's share of costs and effective April 1, 1996 the City's pick up of such costs will increase to 4.5 percent.

### Dependent Health Care

Previously, the employees under this MOU made monthly payments for dependent health care. The amounts of such payments vary for each employee according to the number of dependents covered. The proposed MOU provides that the City will "pick up" an increasing amount of these monthly payments for dependent health care. Effective October 1, 1995, the City will pay \$50 per employee per month, and effective January 1, 1996, the City will pay an additional \$75 per employee per month for dependent health care.



**Building Inspectors Association - 6334 Chief Building Inspector (Term - July 1, 1994 to June 30, 1997)**

As of the writing of this report, the Building Inspectors wage rate had not been negotiated. This MOU contains no provision for increases in benefits.

**Lawsuit Settlement**

The lawsuit brought by the unions against the City for the City's denial of City employee wage increases in FYs 1993-94 and 1994-95, based on the Salary Standardization Ordinance, has been settled. Under the terms of the settlement, employees under this MOU will receive a one-time payment of 20 percent of the scheduled wage increase that the employees would have received in FY 1993-94, based on the Salary Standardization Ordinance.

**Building Inspectors Association - 6331 Building Inspector and 6333 Senior Building Inspector (Term - July 1, 1994 to June 30, 1997)**

As of the writing of this report, the Building Inspectors wage rate had not been negotiated. This MOU contains no provision for increases in benefits.

**Lawsuit Settlement**

The lawsuit brought by the unions against the City for the City's denial of City employee wage increases in FYs 1993-94 and 1994-95, based on the Salary Standardization Ordinance, has been settled. Under the terms of the settlement, employees under this MOU will receive a one-time payment of 20 percent of the scheduled wage increase that the employees would have received in FY 1993-94, based on the Salary Standardization Ordinance.

**Unrepresented Employees**

The proposed ordinance (File 106-95-2) would fix compensation for persons employed by the City that are not represented by an employee organization, and would establish working schedules, conditions of employment, and the methods of payment. The major fiscal provisions included under this ordinance, are as follows:

### Retirement Costs

Effective October 1, 1995, the City shall "pick up" two percent of the current 7.5 percent of the employee's share of retirement costs. Effective January 1, 1996, the City's pick up of these costs shall increase to three percent of the employee's share of costs and effective April 1, 1996 the City's pick up of such costs will increase to 4.5 percent.

### Dependent Health Care

Previously, the employees under this MOU made monthly payments for dependent health care. The amounts of such payments vary for each employee according to the number of dependents covered. The proposed MOU provides that the City will "pick up" an increasing amount of these monthly payments for dependent health care. Effective October 1, 1995, the City will pay \$50 per employee per month, and effective January 1, 1996, the City will pay an additional \$75 per employee per month for dependent health care.

In summary, the increased annual cost to the City, as estimated by the Controller's Office for the provisions noted above, are as follows:

| <u>Table I</u><br><u>Bargaining Unit/Category</u> | <u>Lawsuit</u><br><u>Settlement</u> | <u>Salary</u><br><u>Increase</u> | <u>Retirement</u><br><u>Pick-Up</u> | <u>Dependent</u><br><u>Health</u><br><u>Pick-Up</u> | <u>Total</u><br><u>Incremental</u><br><u>Costs</u> | <u>Ongoing</u><br><u>Costs</u> |
|---|-------------------------------------|----------------------------------|-------------------------------------|---|--|--------------------------------|
| Unrepresented Employees                           | —                                   | —                                | \$624,532                           | \$150,000   | \$774,532  | \$1,474,064                    |
| DA Investigators                                  | —                                   | 119,304                          | 163,613                             | 55,350  | 218,963  | 323,081                        |
| Building Inspectors                               | 21,653                              | —                                | 0                                   | 0   | 21,653   | 0                              |
| Institutional Police Officers                     | —                                   | —                                | 16,001                              | 4,200   | 20,201   | 38,301                         |
| Probation Officers                                | —                                   | —                                | 151,713                             | 43,800  | 195,513  | 369,126                        |
| Total   | \$21,653                            | \$119,304                        | \$955,859                           | \$253,350   | \$1,230,862  | \$2,204,572                    |

| <u>Table II</u><br><u>Bargaining Unit/Category</u> | <u>Lawsuit</u><br><u>Settlement</u> | <u>Retirement</u><br><u>Pick-Up</u> | <u>Dependent</u><br><u>Health</u><br><u>Pick-Up</u> | <u>Dental</u><br><u>Coverage</u> | <u>Ongoing</u><br><u>Costs</u> |
|--|-------------------------------------|-------------------------------------|---|----------------------------------|--------------------------------|
| Local No. 216 - Teamsters                          | 42,564                              | 510,771                             | 175,500   | 115,253                          | 801,524                        |
| Local No. 16 - Theatrical Stage Employees          | —                                   | —                                   | —   | —                                | —                              |
| Total  | \$42,564                            | \$510,771                           | \$175,500   | \$115,253                        | \$801,524                      |

### **Comments:**

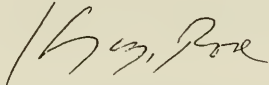
The Budget Analyst concurs with the Controller's estimates of the increased salaries and benefits which are identified in these MOUs, with the exception of the estimates for dental insurance coverage, and the wage increase for the District

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**



Attorney Investigator Association. The basis for these latter two estimates was unavailable. Additionally, no data was made available to the Budget Analyst for the increases associated the Local No. 16 - Theatrical Stage Employees and Moving Picture Machine Operators.

**Recommendation:** Approval of the proposed resolutions and ordinances is a policy matter for the Board of Supervisors



Harvey M. Rose

cc: Supervisor Hallinan  
Supervisor Ammiano  
Supervisor Teng  
President Shelley  
Supervisor Kaufman  
Supervisor Migden  
Supervisor Alioto  
Supervisor Bierman  
Supervisor Hsieh  
Supervisor Kennedy  
Supervisor Leal  
Clerk of the Board  
Chief Administrative Officer  
Controller  
Teresa Serata  
Robert Oakes  
Ted Lakey



Memo to Government Efficiency and Labor Committee

April 24, 1995 Government Efficiency and Labor Committee Meeting

Items 19, 20, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46 and 47  
- Files 93-95-14, 93-95-14.1, 93-95-20, 93-95-20.1, 93-95-22, 93-95-22.1, 93-95-24, 93-95-24.1, 93-95-25, 93-95-25.1, 93-95-26, 93-95-26.1, 93-95-4, 93-95-4.1, 93-95-27, 93-95-27.1, 93-95-4.2, 93-95-4.3 and 106-95-2

### **REVISED**

**Department:** Human Resources Department

**Items:** **Item 19, File 93-95-14** - Resolution ratifying the Memorandum of Understanding (MOU) between the International Alliance of Theatrical Stage Employees and Moving Picture Machine Operators of the United States and Canada, Local No. 16 and the City.

**Item, 20, File 93-95-14.1** - Ordinance implementing the fiscal provisions of the MOU for the International Alliance of Theatrical Stage Employees and Moving Picture Machine Operators union.

**Item 31, File 93-95-20** - Resolution ratifying the MOU between the Building Material and Construction Teamsters, Local No. 216 and the City.

**Item 32, File 93-95-20.1** - Ordinance implementing the fiscal provisions of the MOU for the Building Material and Construction Teamsters union.

**Item 33, File 93-95-22** - Resolution ratifying the MOU between the San Francisco Institutional Police Officers and the City.

**Item 34, File 93-95-22.1** - Ordinance implementing the fiscal provisions of the MOU for the San Francisco Institutional Police Officers.

**Item 35, File 93-95-24** - Resolution ratifying the MOU between the Probation Officers Association and the City.

**Item 36, File 93-95-24.1** - Ordinance implementing the fiscal provisions of the MOU for the Probation Officers Association.

**Item 37, File 93-95-25** - Resolution ratifying the MOU between the District Attorney Investigators Association and the City.

**Item 38, File 93-95-25.1** - Ordinance implementing the fiscal provisions of the MOU for the District Attorney Investigators Association.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

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**Item 39, File 93-95-26** - Resolution ratifying the amendment to the MOU between the Building Inspector Association for the 6334 Chief Building Inspector and the City.

**Item 40, File 93-95-26.1** - Ordinance implementing the fiscal provisions of the MOU for the Building Inspector Association for the 6334 Chief Building Inspector.

**Item 41, File 93-95-4** - Resolution ratifying the amendment to the MOU between the Building Inspectors Association and the City for the 6334 Chief Building Inspector, awarded by the arbitration panel.

**Item 42, File 93-95-4.1** - Ordinance amending Ordinance No. 317-94 implementing the fiscal provisions of the MOU for the Building Inspector Association for the 6334 Chief Building Inspector, awarded by the arbitration panel.

**Item 43, File 93-95-27** - Resolution ratifying the amendment to the MOU between the Building Inspector Association and the City for the 6331 Building Inspector and the 6333 Senior Building Inspector.

**Item 44, File 93-95-27.1** - Ordinance implementing the fiscal provisions of the amendment to the MOU for the Building Inspector Association for the 6331 Building Inspector and the 6333 Senior Building Inspector.

**Item 45, File 93-95-4.2** - Resolution ratifying the amendment to the MOU between the Building Inspectors Association and the City for the 6331 Building Inspector and the 6333 Senior Building Inspector, awarded by the panel of arbitrators.

**Item 46, File 93-95-4.3** - Ordinance amending Ordinance No. 316-94 implementing the fiscal provisions of the MOU for the Building Inspectors Association for the 6331 Building Inspector and the 6333 Senior Building Inspector, awarded by the panel of arbitrators.

**Item 47, File 106-95-2** - Ordinance fixing compensation for persons employed by the City whose compensations are subject to the provisions of Section 8.409 of the Charter, in classes not represented by an employee organization, and establishing working schedules, conditions of employment and methods of payment.

**Description:**

Proposition F was passed by the San Francisco electorate in November of 1994. Under Proposition F, the wages and other

benefits and working conditions for most City employees will be set through collective bargaining. Proposition F also provides that if the City and union are unable to reach agreement on a new contract, the disputed issues will be submitted to a three member arbitration board for settlement. Prior to the approval of Proposition F, the wages of the employees included in this report, with the exception of the District Attorney Investigators and the Building Inspectors, were set through a salary survey which standardized City wages relative to those of workers in comparable positions in other jurisdictions. As a result of Proposition F, the employees wages, with the exception of the District Attorney and the Building Inspectors, will now be set through collective bargaining.

The proposed resolutions would ratify the MOUs between the above-noted unions and associations and the City.

The proposed ordinances would implement the fiscal provisions of the proposed MOUs. The major fiscal provisions included in the above-noted MOUs, are as follows:

**Local No. 16 - Theatrical Stage Employees and Moving Picture Machine Operators (Term - July 1, 1995 to June 30, 1996)**

No analysis was prepared by the Controller's Office on the cost of the MOU with Local No. 16, and no data was provided to the Budget Analyst.

**Retirement Costs**

Effective October 1, 1995, the City shall "pick up" two percent of the current 7.5 percent of the employee's share of retirement costs. Effective January 1, 1996, the City's pick up of these costs shall increase to three percent of the employee's share of costs and effective April 1, 1996 the City's pick up of such costs will increase to 4.5 percent.

**Dependent Health Care**

Previously, the employees under this MOU made monthly payments for dependent health care. The amounts of such payments vary for each employee according to the number of dependents covered. The proposed MOU provides that the City will "pick up" an increasing amount of these monthly payments for dependent health care. Effective October 1, 1995, the City will pay \$50 per employee per month, and

effective January 1, 1996, the City will pay an additional \$75 per employee per month for dependent health care.

#### Dental Coverage

The MOU provides for dental insurance coverage for employees in this group. However, as of the writing of this report, the rate basis and the amount of this benefit was not available.

#### Local No. 216 - Building Material and Construction Teamsters (Term - July 1, 1995 to June 30, 1998)

#### Lawsuit Settlement

The lawsuit brought by the unions against the City for the City's denial of City employee wage increases in FYs 1993-94 and 1994-95, based on the Salary Standardization Ordinance, has been settled. Under the terms of the settlement, employees under this MOU will receive a one-time payment of 25 percent of the scheduled wage increase that the employees would have received in FY 1994-95, based on the Salary Standardization Ordinance.

#### Retirement Costs

Effective October 1, 1995, the City shall "pick up" two percent of the current 7.5 percent of the employee's share of retirement costs. Effective January 1, 1996, the City's pick up of these costs shall increase to three percent. Effective April 1, 1996 such pick up of costs shall increase to 4.5 percent and effective January 1, 1997, the City's pick up costs shall be 7.5 percent.

#### Dependent Health Care

Previously, the employees under this MOU made monthly payments for dependent health care. The amounts of such payments vary for each employee according to the number of dependents covered. The proposed MOU provides that the City will "pick up" an increasing amount of these monthly payments for dependent health care. Effective October 1, 1995, the City will pay \$50 per employee per month, and effective January 1, 1996, the City will pay an additional \$125 per employee per month, and effective January 1, 1997, the City will pay an additional \$225 per month for dependent health care.



Dental Coverage

The MOU provides for dental insurance coverage for employees in this group at a cost of \$115,253. However, as of the writing of this report, the rate basis for this benefit was not available.

Police Officers Association - Institutional Police Officers (Term - July 1, 1995 to June 30, 1996 )

Retirement Costs

Effective October 1, 1995, the City shall "pick up" two percent of the current 9 percent of the employee's share of retirement costs. Effective January 1, 1996, the City's pick up of these costs shall increase to three percent of the employee's share of costs and effective April 1, 1996 the City's pick up of such costs will increase to 4.5 percent.

Dependent Health Care

Previously, the employees under this MOU made monthly payments for dependent health care. The amounts of such payments vary for each employee according to the number of dependents covered. The proposed MOU provides that the City will "pick up" an increasing amount of these monthly payments for dependent health care. Effective October 1, 1995, the City will pay \$50 per employee per month, and effective January 1, 1996, the City will pay an additional \$75 per employee per month for dependent health care.

Local No. 856 - Probation Officers (Term - July 1, 1995 to June 30, 1996)

Retirement Costs

Effective October 1, 1995, the City shall "pick up" two percent of the current 9 percent of the employee's share of retirement costs. Effective January 1, 1996, the City's pick up of these costs shall increase to three percent of the employee's share of costs and effective April 1, 1996 the City's pick up of such costs will increase to 4.5 percent.

Dependent Health Care

Previously, the employees under this MOU made monthly payments for dependent health care. The amounts of such payments vary for each employee according to the number of dependents covered. The proposed MOU provides that the City will "pick up" an increasing amount of these monthly payments for dependent health care. Effective October 1, 1995, the City will pay \$50 per employee per month, and effective January 1, 1996, the City will pay an additional \$75 per employee per month for dependent health care.

District Attorney Investigator Association - District Attorney Investigators (Term - July 1, 1995 to June 30, 1996)

Wage Increase

The Controller's Office estimates that wage increases under the MOU for this group will total approximately \$119,304, however, the basis for this increase was not reported to the Budget Analyst.

Retirement Costs

Effective October 1, 1995, the City shall "pick up" two percent of the current 9 percent of the employee's share of retirement costs. Effective January 1, 1996, the City's pick up of these costs shall increase to three percent of the employee's share of costs and effective April 1, 1996 the City's pick up of such costs will increase to 4.5 percent.

Dependent Health Care

Previously, the employees under this MOU made monthly payments for dependent health care. The amounts of such payments vary for each employee according to the number of dependents covered. The proposed MOU provides that the City will "pick up" an increasing amount of these monthly payments for dependent health care. Effective October 1, 1995, the City will pay \$50 per employee per month, and effective January 1, 1996, the City will pay an additional \$75 per employee per month for dependent health care.

**Building Inspectors Association - 6334 Chief Building Inspector (Term - July 1, 1994 to June 30, 1997)**

As of the writing of this report, the Building Inspectors wage rate had not been negotiated. This MOU contains no provision for increases in benefits.

**Lawsuit Settlement**

The lawsuit brought by the unions against the City for the City's denial of City employee wage increases in FYs 1993-94 and 1994-95, based on the Salary Standardization Ordinance, has been settled. Under the terms of the settlement, employees under this MOU will receive a one-time payment of 20 percent of the scheduled wage increase that the employees would have received in FY 1993-94, based on the Salary Standardization Ordinance.

**Building Inspectors Association - 6331 Building Inspector and 6333 Senior Building Inspector (Term - July 1, 1994 to June 30, 1997)**

As of the writing of this report, the Building Inspectors wage rate had not been negotiated. This MOU contains no provision for increases in benefits.

**Lawsuit Settlement**

The lawsuit brought by the unions against the City for the City's denial of City employee wage increases in FYs 1993-94 and 1994-95, based on the Salary Standardization Ordinance, has been settled. Under the terms of the settlement, employees under this MOU will receive a one-time payment of 20 percent of the scheduled wage increase that the employees would have received in FY 1993-94, based on the Salary Standardization Ordinance.

**Unrepresented Employees**

The proposed ordinance (File 106-95-2) would fix compensation for persons employed by the City that are not represented by an employee organization, and would establish working schedules, conditions of employment, and the methods of payment. The major fiscal provisions included under this ordinance, are as follows:

### Retirement Costs

Effective October 1, 1995, the City shall "pick up" two percent of the current 7.5 percent of the employee's share of retirement costs. Effective January 1, 1996, the City's pick up of these costs shall increase to three percent of the employee's share of costs and effective April 1, 1996 the City's pick up of such costs will increase to 4.5 percent.

### Dependent Health Care

Previously, the employees under this MOU made monthly payments for dependent health care. The amounts of such payments vary for each employee according to the number of dependents covered. The proposed MOU provides that the City will "pick up" an increasing amount of these monthly payments for dependent health care. Effective October 1, 1995, the City will pay \$50 per employee per month, and effective January 1, 1996, the City will pay an additional \$75 per employee per month for dependent health care.

In summary, the increased annual cost to the City, as estimated by the Controller's Office for the provisions noted above, are as follows:

| <u>Table I</u>                  | <u>Lawsuit</u>    | <u>Salary</u>   | <u>Retirement</u> | <u>Dependent</u> | <u>Total</u>       | <u>Ongoing</u> |
|---------------------------------|-------------------|-----------------|-------------------|------------------|--------------------|----------------|
| <u>Bargaining Unit/Category</u> | <u>Settlement</u> | <u>Increase</u> | <u>Pick-Up</u>    | <u>Health</u>    | <u>Incremental</u> | <u>Costs</u>   |
|                                 |                   |                 |                   | <u>Pick-Up</u>   | <u>Costs</u>       | <u>Costs</u>   |
| Unrepresented Employees         | -                 | -               | \$624,532         | \$150,000        | \$774,532          | \$1,474,064    |
| DA Investigators                | -                 | 119,304         | 163,613           | 55,350           | 338,267            | 323,081        |
| Building Inspectors             | 21,653            | -               | 0                 | 0                | 21,653             | 0              |
| Institutional Police Officers   | -                 | -               | 16,001            | 4,200            | 20,201             | 38,301         |
| Probation Officers              | -                 | -               | 151,713           | 43,800           | 195,513            | 369,126        |
| Total                           | \$21,653          | \$119,304       | \$955,859         | \$253,350        | \$1,350,166        | \$2,204,572    |

| <u>Table II</u>                           | <u>Lawsuit</u>    | <u>Retirement</u> | <u>Dependent</u> | <u>1995-96</u>  | <u>Fiscal</u>  | <u>Ongoing</u> |
|---|-------------------|-------------------|------------------|-----------------|----------------|----------------|
| <u>Bargaining Unit/Category</u>           | <u>Settlement</u> | <u>Pick-Up</u>    | <u>Health</u>    | <u>Dental</u>   | <u>Year</u>    | <u>Costs</u>   |
|   |                   |                   | <u>Pick-Up</u>   | <u>Coverage</u> | <u>1996-97</u> |                |
| Local No. 216 - Teamsters                 | 42,564            | 161,404           | 78,000           | 115,253         | 322,398        | 801,524        |
| Local No. 16 - Theatrical Stage Employees | -                 | -                 | -                | -               | -              | -              |
| Total                                     | \$42,564          | \$161,404         | \$78,000         | \$115,253       | 322,398        | \$801,524      |

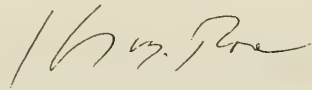
### **Comments:**

The Budget Analyst concurs with the Controller's estimates of the increased salaries and benefits which are identified in these MOUs, with the exception of the estimates for dental

Memo to Government Efficiency and Labor Committee  
April 24, 1995 Government Efficiency and Labor Committee Meeting

insurance coverage, and the wage increase for the District Attorney Investigator Association. The basis for these latter two estimates was unavailable. Additionally, no data was made available to the Budget Analyst for the increases associated the Local No. 16 - Theatrical Stage Employees and Moving Picture Machine Operators.

**Recommendation:** Approval of the proposed resolutions and ordinances is a policy matter for the Board of Supervisors



Harvey M. Rose

cc: Supervisor Hallinan  
Supervisor Ammiano  
Supervisor Teng  
President Shelley  
Supervisor Kaufman  
Supervisor Migden  
Supervisor Alioto  
Supervisor Bierman  
Supervisor Hsieh  
Supervisor Kennedy  
Supervisor Leal  
Clerk of the Board  
Chief Administrative Officer  
Controller  
Teresa Serata  
Robert Oakes  
Ted Lakey





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CALENDAR - - - Action Taken

\* SPECIAL MEETING  
" GOVERNMENT EFFICIENCY AND LABOR COMMITTEE  
BOARD OF SUPERVISORS  
CITY AND COUNTY OF SAN FRANCISCO

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MONDAY, APRIL 24, 1995 - 11:00 A.M.

Veterans Building  
401 Van Ness Ave., Room 410  
SAN FRANCISCO  
PUBLIC LIBRARY

PRESENT: Supervisors Terence Hallinan, Tom Ammiano, Mabel Teng

CLERK: Gail Johnson

1. File 93-95-5. [MOU, Local 1305] Resolution ratifying Memorandum of Understanding between the Automotive Machinists Union, Local 1305 and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

2. File 93-95-5.1. [MOU, Fiscal Provisions, Local 1305] Ordinance implementing the fiscal provisions of the Memorandum of Understanding between the Automotive Machinists Union, Local 1305 and the City and County of San Francisco; companion measure to File 93-95-5. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

3. File 93-95-6. [MOU, Local 22] Resolution ratifying Memorandum of Understanding between the Bay Counties District Council of Carpenters and its Affiliated Local Unions, Local 22 and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

4. File 93-95-6.1. [MOU, Fiscal Provisions, Local 22] Ordinance implementing the fiscal provisions of the Memorandum of Understanding between the Bay Counties District Council of Carpenters and its Affiliated Local Unions, Local 22 and the City and County of San Francisco; companion measure to File 93-95-6. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

5. File 93-95-7. [MOU, Local 261] Resolution ratifying Memorandum of Understanding between the Laborer's International Union, Local 261 and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

6. File 93-95-7.1. [MOU, Fiscal Provisions, Local 261] Ordinance implementing the fiscal provisions of the Memorandum of Understanding between the Laborer's International Union, Local 261 and the City and County of San Francisco; companion measure to File 93-95-7. (Supervisor Shelley)  
  
ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)
7. File 93-95-8. [MOU, Local 1327] Resolution ratifying Memorandum of Understanding between the Machinists Automotive Trades District No. 190, International Association of Machinists and Aerospace Workers, Local 1327 and the City and County of San Francisco. (Supervisor Shelley)  
  
ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)
8. File 93-95-8.1. [MOU, Fiscal Provisions, Local 1327] Ordinance implementing the fiscal provisions of the Memorandum of Understanding between the Machinists Automotive Trades District No. 190, International Association of Machinists and Aerospace Workers, Local 1327 and the City and County of San Francisco; companion measure to File 93-95-8. (Supervisor Shelley)  
  
ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)
9. File 93-95-9. [MOU, Local Union No. 3] Resolution ratifying Memorandum of Understanding between the Operating Engineers, Local Union No. 3 of the International Union of Operating Engineers, AFL-CIO and the City and County of San Francisco. (Supervisor Shelley)  
  
ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)
10. File 93-95-9.1. [MOU, Fiscal Provisions, Local Union NO. 3] Ordinance implementing the fiscal provisions of the Memorandum of Understanding between the Operating Engineers, Local Union No. 3 of the International Union of Operating Engineers, AFL-CIO and the City and County of San Francisco; companion measure to File 93-95-9. (Supervisor Shelley)  
  
ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)
11. File 93-95-10. [MOU, Local 38] Resolution ratifying Amendment to Memorandum of Understanding between the United Association of Journeymen and Apprentices of the Plumbing Pipe Fitting Industry, Local 38 and the City and County of San Francisco. (Supervisor Shelley)  
  
ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

12. File 93-95-10.1. [MOU, Fiscal Provisions, Local 38] Ordinance implementing the fiscal provisions of the Amendment to the Memorandum of Understanding between the United Association of Journeymen and Apprentices of the Plumbing Pipe Fitting Industry, Local 38 and the City and County of San Francisco; companion measure to File 93-95-10. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

13. File 93-95-11. [MOU, Local 580] Resolution ratifying Memorandum of Understanding between the Cement Masons, Local 580 and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

14. File 93-95-11.1. [MOU, Fiscal Provisions, Local 580] Ordinance implementing the fiscal provisions of the Memorandum of Understanding between the Cement Masons, Local 580 and the City and County of San Francisco; companion measure to File 93-95-11. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

15. File 93-95-12. [MOU, Local 104] Resolution ratifying Memorandum of Understanding between the Sheetmetal Workers International Association, Local 104, AFL-CIO and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

16. File 93-95-12.1. [MOU, Fiscal Provisions, Local 104] Ordinance implementing the fiscal provisions of the Memorandum of Understanding between the Sheetmetal Workers International Association, Local 104, AFL-CIO and the City and County of San Francisco; companion measure to File 93-95-12. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

17. File 93-95-13. [MOU, Local 6] Resolution ratifying Memorandum of Understanding between the International Brotherhood of Electrical Workers, Local 6 and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

18. File 93-95-13.1. [MOU, Fiscal Provisions, Local 6] Ordinance implementing the fiscal provisions of the Memorandum of Understanding between the International Brotherhood of Electrical Workers, Local 6 and the City and County of San Francisco; companion measure to File 93-95-13. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

19. File 93-95-14. [MOU, Local 16] Resolution ratifying Memorandum of Understanding between the International Alliance of Theatrical Stage Employees and Moving Picture Machine Operators of the United States and Canada, Local 16 and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

20. File 93-95-14.1. [MOU, Fiscal Provisions, Local 16] Ordinance implementing the fiscal provisions of the Memorandum of Understanding between the International Alliance of Theatrical Stage Employees and Moving Picture Machine Operators of the United State and Canada, Local 16 and the City and County of San Francisco; companion measure to File 93-95-14. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

21. File 93-95-15. [MOU, Local Union Nos. 3 and 36] Resolution ratifying Amendment to Memorandum of Understanding between the Bricklayers, Stone Masons, Terrazza Mechanics, Marble Masons, Pointers, Caulkers and Cleaners, Local Union No. 3 and Hod Carriers Local Union No. 36 and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

22. File 93-95-15.1. [MOU, Fiscal Provisions, Local Union Nos. 3 and 36] Ordinance implementing the fiscal provisions of the Amendment to the Memorandum of Understanding between the Bricklayers, Stone Masons, Terrazza Mechanics, Marble Masons, Pointers, Caulkers and Cleaners, Local Union No. 3 and Hod Carriers Local Union No. 36 and the City and County of San Francisco; companion measure to File 93-95-15. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

23. File 93-95-16. [MOU, Local 40] Resolution ratifying Amendment to Memorandum of Understanding between the United Union of Roofers, Waterproofers and Allied Workers, Local 40 and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

24. File 93-95-16.1. [MOU, Fiscal Provisions, Local 40] Ordinance implementing the fiscal provisions of the Amendment to the Memorandum of Understanding between the United Union of Roofers, Waterproofers and Allied Workers, Local 40 and the City and County of San Francisco; companion measure to File 93-95-16. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)



25. File 93-95-17. [MOU, Local 4] Resolution ratifying Amendment to Memorandum of Understanding between the Painters Union, Local 4 and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Recommended.(To Board as a Committee Report for consideration on April 24, 1995.)

26. File 93-95-17.1. [MOU, Fiscal Provisions, Local 4] Ordinance implementing the fiscal provisions of the Amendment to the Memorandum of Understanding between the Painters Union, Local 4 and the City and County of San Francisco; companion measure to File 93-95-17. (Supervisor Shelley)

ACTION: Hearing held. Recommended.(To Board as a Committee Report for consideration on April 24, 1995.)

27. File 93-95-18. [MOU, Local Union No. 718] Resolution ratifying Amendment to Memorandum of Understanding between the Glaziers, Architectural Metal and Glass Workers, Local Union No. 718 and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Recommended.(To Board as a Committee Report for consideration on April 24, 1995.)

28. File 93-95-18.1. [MOU, Fiscal Provisions, Local Union No. 718] Ordinance implementing the fiscal provisions of the Amendment to the Memorandum of Understanding between the Glaziers, Architectural Metal and Glass Workers, Local Union No. 718 and the City and County of San Francisco; companion measure to File 93-95-18. (Supervisor Shelley)

ACTION: Hearing held. Recommended.(To Board as a Committee Report for consideration on April 24, 1995.)

29. File 93-95-19. [MOU, Local Union No. 34] Resolution ratifying Memorandum of Understanding between the Pile Drivers, Divers, Carpenters, Bridge, Wharf and Dock Builders, Local Union No. 34 and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Memorandum of Understanding amended to include "Appendix III, Piledrivers, 1995-1996". Recommended as amended. New title: "Ratifying Memorandum of Understanding, as amended, between the Pile Drivers, Divers, Carpenters, Bridge, Wharf and Dock Builders, Local Union No. 34 and the City and County of San Francisco." (To Board as a Committee Report for consideration on April 24, 1995.)

30. File 93-95-19.1. [MOU, Fiscal Provisions, Local Union No. 34] Ordinance implementing the fiscal provisions of the Memorandum of Understanding between the Pile Drivers, Divers, Carpenters, Bridge, Wharf and Dock Builders, Local Union No. 34 and the City and County of San Francisco; companion measure to File 93-95-19. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

31. File 93-95-20. [MOU, Teamsters Local 216] Resolution ratifying Memorandum of Understanding between the Building Material and Construction Teamsters Local 216 and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

32. File 93-95-20.1. [MOU, Fiscal Provisions, Teamsters Local 216] Ordinance implementing the fiscal provisions of the Memorandum of Understanding between the Building Material and Construction, Teamsters Local 216 and the City and County of San Francisco; companion measure to File 93-95-20. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

33. File 93-95-22. [MOU, Police Officers Association] Resolution ratifying Memorandum of Understanding between the San Francisco Institutional Police Officers and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

34. File 93-95-22.1. [MOU, Fiscal Provisions, Police Officers Association] Ordinance implementing the fiscal provisions of the Memorandum of Understanding between the San Francisco Institutional Police Officers and the City and County of San Francisco; companion measure to File 93-95-22. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

35. File 93-95-24. [MOU, Teamsters Local 856] Resolution ratifying Memorandum of Understanding between the Probation Officers Association and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

36. File 93-95-24.1. [MOU, Fiscal Provisions, Teamsters Local 856] Ordinance implementing the fiscal provisions of the Memorandum of Understanding between the Probation Officers Association and the City and County of San Francisco; companion measure to File 93-95-24. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

37. File 93-95-25. [MOU, DA Investigators] Resolution ratifying Memorandum of Understanding between the District Attorney Investigators Association and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)



38. File 93-95-25.1. [MOU, Fiscal Provisions, DA Investigators] Ordinance implementing the fiscal provisions of the Memorandum of Understanding between the District Attorney Investigators Association and the City and County of San Francisco; companion measure to File 93-95-25. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

39. File 93-95-26. [MOU, Building Inspector] Resolution ratifying amendment to the Memorandum of Understanding between the Building Inspector Association for 6334 Chief Building Inspector and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

40. File 93-95-26.1. [MOU, Fiscal Provisions, Building Inspector] Ordinance implementing the fiscal provisions of the amendment to the Memorandum of Understanding between the Building Inspector Association for 6334 Chief Building Inspector and the City and County of San Francisco; companion measure to File 93-95-26. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

41. File 93-95-4. [MOU, Building Inspectors, Chief Inspector] Resolution ratifying amendment to Memorandum of Understanding between the Building Inspectors Association and the City and County of San Francisco for 6334 Chief Building Inspector awarded by the panel of arbitrators. (Also see files 93-95-4.1, 93-95-4.2, and 93-95-4.3) (Department of Human Resources)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

42. File 93-95-4.1. [MOU, Fiscal Provisions, Chief Building Inspector] Ordinance amending Ordinance No. 317-94 implementing fiscal provisions of Memorandum of Understanding between the Building Inspectors Association for 6334 Chief Building Inspector and the City and County of San Francisco awarded by the arbitration panel. (Also see Files 93-95-4, 93-95-4.2, and 93-94-4.3.) (Department of Human Resources)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

43. File 93-95-27. [MOU, Building Inspectors] Resolution ratifying amendment to the Memorandum of Understanding between the Building Inspector Association for 6331 Building Inspector and 6333 Senior Building Inspector and the City and County of San Francisco. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

44. File 93-95-27.1. [MOU, Fiscal Provisions, Building Inspectors] Ordinance implementing the fiscal provisions of the amendment to the Memorandum of Understanding between the Building Inspector Association for 6331 Building Inspector and 6333 Senior Building Inspector and the City and County of San Francisco; companion measure to File 93-95-27. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

45. File 93-95-4.2. [MOU, Building Inspectors] Resolution ratifying amendment to Memorandum of Understanding between the Building Inspectors Association and the City and County of San Francisco for 6331 Building Inspector and 6333 Senior Building Inspector awarded by the panel of arbitrators. (Also see Files 93-95-4, 93-95-4.1, and 93-94-4.3) (Department of Human Resources)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

46. File 93-95-4.3. [MOU, Fiscal Provisions, Building Inspectors] Ordinance amending Ordinance No. 316-94 implementing the fiscal provisions of Memorandum of Understanding between the Building Inspectors Association for 6331 Building Inspector and 6333 Senior Building Inspector and the City and County of San Francisco awarded by the arbitration panel. (Also see Files 93-95-4, 93-95-4.1, and 93-95-4-2.) (Department of Human Resources)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

47. File 106-95-2. [Compensation, Unrepresented Employees] Ordinance fixing compensation for persons employed by the City and County whose compensations are subject to the provisions of Section 8.409 of the Charter, in classes not represented by an employee organization, and establishing working schedules and conditions of employment and methods of payment, effective July 1, 1995. (Supervisor Shelley)

ACTION: Hearing held. Recommended. (To Board as a Committee Report for consideration on April 24, 1995.)

31  
/95  
Member, Board of Supervisors



City and County of San Francisco

MABEL TENG

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**IMPORTANT !!  
PLEASE ATTEND !**

**SAN FRANCISCO BOARD OF SUPERVISORS  
GOVERNMENT EFFICIENCY AND LABOR COMMITTEE**

**PUBLIC HEARING ON THE:**

**THREAT TO COMMUNITY  
DEVELOPMENT BLOCK  
GRANT AND OTHER  
FEDERAL FUNDS**

**called by Supervisor Mabel Teng**

**TUESDAY, APRIL 25TH, 1:00 P.M.  
WAR MEMORIAL BUILDING  
401 VAN NESS AVENUE, 4TH FLOOR  
COMMITTEE ROOM**

**THE HEARING WILL FOLLOW A PRESS CONFERENCE  
CALLED BY THE COMMUNITY DEVELOPMENT COALITION  
AT NOON IN FRONT OF 401 VAN NESS AVENUE  
(for more information about the press conference, call:  
Kathy Perry at Career Resources Development Center, 775-8880 or  
Harry Chuck at Donaldina Cameron House, 781-0400)**



**BOARD OF SUPERVISORS****BUDGET ANALYST**

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

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April 21, 1995

**TO:** Government Efficiency and Labor Committee  
**FROM:** Budget Analyst  
**SUBJECT:** April 25, 1995 Government Efficiency and Labor Committee Meeting

Item 1a - File 146-95-4

**Department:** Department of Public Health

**Item:** Resolution authorizing the Department of Public Health, Bureau of Environmental Health Management, to accept and expend retroactively a grant of \$5,000, which includes indirect costs in the amount of \$699, based on 22% of personnel services, from the California Department of Fish and Game, Office of Oil Spill Prevention and Response, for providing input into the San Francisco Bay/San Joaquin Delta Area Contingency Plan for oil spills; providing for ratification of action previously taken.

**Grant Amount:** \$5,000

**Grant Period:** January 1, 1995 through December 31, 1995

**Source of Funds:** California Department of Fish and Game, Office of Oil Spill Prevention and Response

**Project:** Participation in planning for the San Francisco Bay/San Joaquin Delta Area Contingency Plan Committee.

**Description:** In 1992, the Department of Public Health (DPH) applied for and accepted a grant in the amount of \$49,950 from the

Memo to Government Efficiency and Labor Committee  
April 25, 1995 Government Efficiency and Labor Committee Meeting

California Department of Fish and Game to fund DPH's development of the San Francisco Oil Spill Prevention and Response Plan. In addition, the grant funded San Francisco's participation in the development of the regional San Francisco Bay/San Joaquin Delta Area Contingency Plan for oil spills. DPH's role in the development of the regional plan was to provide information on San Francisco's environmentally-sensitive locations, economically-significant sites, resources available to mitigate oil spills, potential staging locations in the event of an oil spill, contacts and notification procedures. This information would assist the State Department of Fish and Game and the U.S. Coast Guard who have primary responsibility for mitigating oil spills.

The local San Francisco Oil Spill Prevention and Response Plan has been completed. The first edition of the regional San Francisco Bay/San Joaquin Delta Area Contingency Plan has also been completed and is now under revision.

In order for San Francisco to continue participation in the regional planning process in 1995, DPH has requested an additional grant from the State Department of Fish and Game. DPH estimates that it will require 95 more hours of participation from DPH and Port staff as shown below.

**Budget:**

|   | No. of<br><u>Hours</u> | Hourly<br><u>Rate</u> | <u>Total</u> |
|---|------------------------|-----------------------|--------------|
| <u>Personnel Services</u>                         |                        |                       |              |
| Department of Public Health                       |                        |                       |              |
| Senior Industrial Hygienist                       | 80                     | \$35                  | \$2,800      |
| Port of San Francisco                             |                        |                       |              |
| Regulatory Specialist                             | <u>15</u>              | 25                    | <u>375</u>   |
| Total:  | 95                     |                       | \$3,175      |
| Fringe Benefits                                   |                        |                       | <u>953</u>   |
| Total Personnel Services:                         |                        |                       | \$4,128      |
| <u>Operating Expenses</u>                         |                        |                       |              |
| Travel (Transportation)                           |                        |                       | 100          |
| Reproduction                                      |                        |                       | <u>73</u>    |
| Total Operating Expenses:                         |                        |                       | \$ 173       |
| <u>Indirect Costs</u> - 22% of Personnel Services |                        |                       | <u>699</u>   |
| TOTAL PROJECT BUDGET:                             |                        |                       | \$5,000      |

**Required Match:** None

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**



Memo to Government Efficiency and Labor Committee  
April 25, 1995 Government Efficiency and Labor Committee Meeting

- Indirect Costs:** \$699 - City mandated indirect costs (22% of personnel services).
- Comments:**
1. According to Mr. Richard Lee of DPH's Bureau of Environmental Health Management, DPH applied for these grant funds in December, 1994, without obtaining prior authorization from the Board of Supervisors. As such, the proposed resolution should be amended to authorize DPH to apply for the proposed \$5,000 grant retroactively.
  2. According to Mr. Lee, expenses have been incurred against this award prior to approval by the Board of Supervisors. As such, this proposed resolution authorizes DPH to accept and expend the funds retroactively.
  3. A copy of the Summary of Grant Request, prepared by DPH for the proposed grant, is attached to this report.
  4. A Disability Access Checklist for this project is on file with the Clerk of the Board.
- Recommendation:**
1. Amend the proposed resolution to authorize DPH to apply retroactively for these grant funds.
  2. Approve the proposed resolution as amended.

Grantor: CA. Dept. of Fish & Game  
 Contact Person: Debra Hamilton  
 Address: 1416 Ninth St., Sacramento, CA

Division: Bureau of Env. Health Management

Section: \_\_\_\_\_

Contact Person: Richard Lee

Telephone: 554-2798

Application Deadline: 2/14/95

Notification Expected: 3/25/95

Amount Requested: \$ 5,000

Term: From 1/1/95 To 12/31/95

**I. Item Description:**

(Circle or  
Underline)

Request to (apply for) (accept and expend) a (new) (continuation) (allocation) (augmentation to a) grant in the amount of \$ 5,000 from the period of 1/1/95 to 12/31/95 to provide participation in oil spill contingency planning service.

**II. Summary: (Purpose; Funding Year; Target Groups; Services; Providers)**

The purpose of this grant is to provide funding for representatives of the City and County of San Francisco to participate in planning for the San Francisco Bay San Joaquin Delta Area Contingency Plan Committee. Also funding is provided for updating the local oil spill contingency plan for San Francisco. The period for this grant is for calendar year of 1995.

**III. Outcomes/Objectives:**

Outcomes include regular representation at Area Contingency Plan Committee.

Input to this committee will insure that San Francisco interests will be provided to the committee. San Francisco will be notified of changes to the Area Contingency Plan and regional exercises. The local plan will be updated.

**IV. Effects of Reduction or Termination of These Funds:**

Termination of this grant will result in non-funding of representatives who participate in Area Contingency Planning and updating of the local contingency plan.

**V. Financial Information:**

|                  | Col. A        | Col. B         | Col. C   | Col. D | Req. Match | Approved By |
|------------------|---------------|----------------|----------|--------|------------|-------------|
|                  | Two Years Ago | Past Yr./Orig. | Proposed | Change |            |             |
| Grant Amount     | \$49,950      | \$5,000        | \$5,000  |        | 0          |             |
| Personnel        | \$40,000      | \$4,810        | \$4,128  |        |            |             |
| Equipment        |               |                |          |        |            |             |
| *Contract Svc.   |               |                |          |        |            |             |
| Mat. & Supp.     | 3,150         | 190            | 173      |        |            |             |
| Facilities/Space | 2,500         |                |          |        |            |             |
| Other            | 500           |                |          |        |            |             |
| Indirect Costs   | 3,800         |                | 699      |        |            |             |

**VI. Data Processing**

(costs included above)

**VII. Personnel**

|                   |          |      |      |  |  |  |
|-------------------|----------|------|------|--|--|--|
| F/T Civil Service | \$40,000 | .052 | .046 |  |  |  |
| P/T Civil Service |          |      |      |  |  |  |
| Contractual       |          |      |      |  |  |  |

Source(s) of non-grant funding for salaries of Civil Service employees working part-time on this grant:

N/A

Will grant funded employees be retained after this grant terminates? If so, How?

N/A

\*VIII. Contractual Services: Open Bid \_\_\_\_\_ Sole Source \_\_\_\_\_ (if sole source, attach Request for Exemption Form)

N/A

Memo to Government Efficiency and Labor Committee  
April 25, 1995 Government Efficiency and Labor Committee Meeting

Item 1b - File 146-95-5

**Department:** Department of Public Health (DPH)  
Paramedic Division

**Item:** Resolution authorizing the Department of Public Health to apply for retroactively, accept and expend a grant of \$10,000, which includes indirect costs in the amount of \$188; and providing for ratification of action previously taken.

**Grant Amount:** \$10,000

**Grant Period:** September 1, 1994 through July 1, 1995 (11 months)

**Source of Funds:** Federal Emergency Management Agency (FEMA)

**Description:** The proposed grant funds will be used to conduct and evaluate a campaign, "Make the Right Call" Public Emergency Medical Services (EMS) Education Campaign, aimed at educating the public regarding the appropriate use of the 911 emergency telephone line. The campaign will consist of radio advertisements and community presentations.

**Budget:**

|  |            |
|--|------------|
| Stipends for Community Presentations<br>(15 presentations @ \$50 each) *             | \$750      |
| Radio Advertising Time<br>(approximately 55 radio ads @ an average of<br>\$166 each) | 9,062      |
| Indirect Costs   | <u>188</u> |
| Total  | \$10,000   |

**Required Match:** None

**Indirect Costs:** \$188

**Comments:**

1. Mr. Perry Saxton of the Paramedic Division of DPH, advises that staff from the Paramedic Division will be paid stipends to conduct the community presentations outside of their normally scheduled work hours. According to Mr. Saxton, other than the proposed stipends, the staff would receive no other compensation.
2. Ms. Robyn Lipsky of the City Attorney's Office advises that the payment of stipends to staff of the Paramedic Division to conduct the community presentations outside of their normally scheduled work hours does not constitute a conflict

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

of interest and that there is nothing in the Civil Service rules or the Charter that prohibits the payment of such stipends.

3. Attached is a Summary of Grant Request as prepared by the DPH, for the proposed grant funds.

4. The DPH has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.

5. The DPH reports that the application for the proposed grant funds has already been submitted. As such, the proposed legislation provides for ratification of action previously taken. As previously noted, the grant has an effective date of September 1, 1994. Mr. Saxton states that the reason this request has been delayed is because additional time was required to (1) finalize the project budget with FEMA and (2) to resolve some programmatic issues.

**Recommendation:** Approve the proposed resolution.

Item No. \_\_\_\_\_

## Health Commission - Summary of Grant Request

Rev. 6/8/94

Grantor: FEMA  
 Contact Person: Rhonda Hudson  
 Address: 500 C St., SW, Room 107  
Washington, DC  
 Amount Requested: \$ 10,000  
 Term: From Sept. 94 To July 95

Division: SFGH - Paramedics  
 Section: 86  
 Contact Person: Perry Saxton  
 Telephone: 206-7828  
 Application Deadline: 8/17/1994  
 Notification Expected: Yes

I. Item Description: Request to (apply for) (accept and expend) a (new) addition/ modification/  
 (Circle or substitution) grant in the amount of \$ 10,000 from the period of  
 Underline) September 1994 to July 1995 to provide "Evaluation  
OF 'MAKE THE RIGHT CALL' PUBLIC EMS EDUCATION CAMPAIGN" services.

## II. Summary: (Purpose; Funding Year; Target Groups; Services; Providers)

This grant will provide for an evaluation of "MAKE THE RIGHT CALL"- Public EMS Education from September 1994 to July 1995. Target groups are the 9-1-1 Medical Emergency Callers; Demographic: Adults 18+. This evaluation will consist of radio advertisements, Public Presentations and Brochure Distribution by KCBS/KGO/KMEL Radio Stations, and Federal Printing Company

## III. Outcomes/Objectives:

- Conduct a public EMS campaign in San Francisco
- Evaluate the effectiveness of the campaign
- Recommend changes or modifications to increase project effectiveness throughout the country.

## IV. Effects of Reduction or Termination of These Funds:

Campaign productivity would be lessened or negated.

## V. Financial Information:

|   | Col. A<br>Two Years Ago | Col. B<br>Past Yr./Orig. | Col. C<br>Proposed | Col. D<br>Change | Req. Match | Approved By |
|---|-------------------------|--------------------------|--------------------|------------------|------------|-------------|
| Grant Amount                                  | N/A                     | N/A                      | \$10,000           |                  |            |             |
| Personnel                                     |                         |                          | * \$750            |                  |            |             |
| Equipment                                     |                         |                          | 0                  |                  |            |             |
| *Contract Svc.                                |                         |                          | \$ 9,062           |                  |            |             |
| Mat. & Supp.                                  |                         |                          |                    |                  |            |             |
| Facilities/Space                              |                         |                          | 0                  |                  |            |             |
| Other   |                         |                          | \$                 |                  |            |             |
| Indirect Costs                                |                         |                          | \$ 188             |                  |            |             |
| VI. Data Processing<br>(costs included above) |                         |                          | 0                  |                  |            |             |
| VII. Personnel                                |                         |                          |                    |                  |            |             |
| F/T Civil Service                             |                         |                          | 0                  |                  |            |             |
| P/T Civil Service                             |                         |                          | .02 FTE            |                  |            |             |
| Contractual                                   |                         |                          | 0                  |                  |            |             |

Source(s) of non-grant funding for salaries of Civil Service employees working part-time on this grant:

Will grant funded employees be retained after this grant terminates? If so, how?

\* VIII. Contractual Services: Open Bid \_\_\_\_\_ Sole Source \_\_\_\_\_ If sole source, attach Request for Exemption Form:

\* The grant is in the form of a PO from FEMA. Once selected, providers will need to send a requisition directly to FEMA (in Washington, DC) for payment.





Item 1c - File 144-95-1

**Department:** Port

**Item:** Resolution authorizing the Executive Director of the Port of San Francisco to retroactively apply for, accept and expend \$1.5 million from the U. S. Department of Commerce Economic Development Administration and \$250,000 in matching funds from the California Trade and Commerce Agency Office of Strategic Technology.

|                      |   |                |
|----------------------|---|----------------|
| <b>Grant Amount:</b> | U. S. Department of Commerce                |                |
|                      | Economic Development Administration         | \$1,500,000    |
|                      | California Trade and Commerce Agency Office |                |
|                      | of Strategic Technology                     | <u>250,000</u> |
|                      | Total                                       | \$1,750,000    |

**Grant Period:** May 15, 1995 through November 30, 1996

**Source of Funds:** U. S. Department of Commerce and the California Trade and Commerce Agency

**Description:** The Port reports that the proposed grant funds would will be used to repair and upgrade five cranes at the Pier 70 shipyard, in order to enable the Port's shipyards to compete effectively for commercial ship repair work and to lower overhead maintenance costs. According to the Port, crane dependability is vital to being able to complete ship repair jobs on time, which, next to pricing, is one of the most critical competitive elements of the ship repair industry. The Port advises that the majority of the cranes were built and purchased in the 1940s. Work to be performed on the cranes includes, but is not limited to, installation of new parts, upgrading the electronics and blasting and painting.

The Port further advises that, upgrading these cranes is the most cost effective option. The Port estimates that the cost to purchase new or used cranes could total up to \$9 million.

|                |                        |             |
|----------------|------------------------|-------------|
| <b>Budget:</b> | Construction Contracts | \$1,750,000 |
|----------------|------------------------|-------------|

**Required Match:** \$250,000 (monies to be paid for from the Port's Accumulated Surplus Fund in the Port's 1994-95 Operating Fund)

**Indirect Costs:** None - The Port advises that the grant regulations do not permit the reimbursement of indirect costs.

**Comments:** 1. As of the writing of this report, the Port had not selected the contractors to perform the necessary repair work on the

cranes. As such, the entire \$1,750,000 grant amount should be placed on reserve pending the selection of contractors, the MBE/WBE status of the contractors and the contract cost details.

2. The Port advises that the application for the proposed grant funds has already been submitted, as such the proposed legislation provides for the Port to apply for the proposed grant funds retroactively.

3. Attached is a grant summary, as prepared by the Port, for the proposed grant funds.

4. The Port has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.

**Recommendation:** 1. Amend the proposed resolution to reserve the entire grant amount of \$1,750,000 pending the Port's selection of contractors, the MBE/WBE status of the contractors and contract cost details.

2. Approve the resolution as amended.

GRANT APPLICATION FORM

A document required to accompany a proposed resolution  
Authorizing a Department to Apply for a Grant

TO: The Board of Supervisors  
Attn: Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

Department: Port of San Francisco

Contact Person: Veronica Sanchez, Manager, Governmental Affairs

Telephone: (415)274-0413 Fax: 274-0528

Project Title: UPGRADE TO CRANES AT THE PIER 70 SHIPYARD

Grant Source: The U.S. Department of Commerce, Economic Development Administration (EDA) and the California Trade and Commerce Agency, Office of Strategic Technology

**Proposed (New/Continuation) Grant Project Summary:**

*Upgrade of five gantry cranes at the Pier 70 shipyard to maximize the efficiency of the two drydocks and working piers to enable the Port's shipyards to compete effectively for commercial ship repair work in the world market. Two existing firms will save 516 jobs and start growing at approximately five percent annually once commercial work is stable.*

Amount of Grant Funding Applied for: \$1,750,000 Required Match: \$250,000

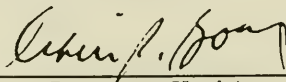
Maximum Funding Amount Available: \$1,750,000

Number of Positions Created and Funded: 1.5 FTE for Port Crane Electrician

Amount to be Spent on Contractual Services: \$1,750,000 million Bidded out? Yes

Term of Grant: Completion of construction, estimated to be September 1996.

Date department notified of Available Funds: Information about state grant programs received in August 1994 but award of grant is contingent on matching Federal funds. Port did not receive formal invitation to apply until the end of January 1995. Application had to be submitted by March 15, 1995 to meet deadline to retain State matching funds. Port was uncertain whether Federal Agency (EDA) could meet that deadline.



Department Head Approval



Item 2 - File 13-95-9

**Item:** Resolution opposing the proposed nationwide rescission of \$349.2 million, by the U.S. Congress, of Federal Community Development Block Grant and other Housing and Urban Development monies; directing the Clerk of the Board of Supervisors to transmit a copy of this resolution to the National Association of Counties, the Association of Bay Area Governments, and the California State Association of Counties for presentation to the U.S. House of Representatives and Senate; that all actions necessary and appropriate to carry out the intent of this resolution to be taken as speedily as possible.

**Description:** In March and April of 1995, the U.S. House of Representatives and the U.S. Senate respectively, presented separate proposals for the rescission of 1995 Housing and Urban Development (HUD) monies, including Community Development Block Grant (CDBG) funds, which have been allocated on a nationwide basis. The proposed rescission could affect up to 13 Federal programs funded by HUD. In May of 1995, a joint Conference Committee of the U.S. House of Representatives and U.S. Senate is scheduled to convene in order to reconcile the differences between the two rescission proposals. A summary of the reductions proposed by the U.S. House of Representatives and the U.S. Senate, including the impact on San Francisco for both proposals, is as follows:

**Summary of HUD Rescissions (in millions)**

|                                    | <u>U.S. House of<br/>Representatives</u> | <u>Impact on<br/>San Francisco</u> | <u>U. S.<br/>Senate</u>      | <u>Impact on<br/>San Francisco</u> |
|------------------------------------|--|------------------------------------|------------------------------|------------------------------------|
| HOPWA*                             | \$186.0                                  | \$12.4                             | \$0.0                        | \$0.0                              |
| CDBG**                             | 349.2                                    | 2.0                                | 0.0                          | 0.0                                |
| Special Purpose Grant              | 70.0                                     | 5.5                                | 106.0                        | 0.0                                |
| Incremental Rent Asst.             | 2,694.0                                  | 38.5                               | 2,400.0                      | 38.5                               |
| Public Housing Modernization       | 1,157.0                                  | 9.4                                | 615.0                        | 5.0                                |
| Public Housing Operating Subsidy   | 404.0                                    | 3.3                                | 0.0                          | 0.0                                |
| Housing Preservation               | 465.0                                    | ***                                | 465.0                        | ***                                |
| Severely Distressed Public Housing | 523.0                                    | NA                                 | 0.0                          | NA                                 |
| Public Housing Construction        | 690.1                                    | NA                                 | 451.0                        | NA                                 |
| Drug Elimination Grants            | 32.0                                     | 0.180                              | 0.0                          | 0.0                                |
| Housing Counseling                 | 38.0                                     | 0.315                              | 38.0                         | 0.315                              |
| Youthbuild                         | 38.0                                     | NA                                 | 0.0                          | 0                                  |
| Lead Based Paint                   | 90.0                                     | NA                                 | 90.0                         | NA                                 |
| Total                              | \$6,736.3<br>(\$6.7 billion)             | \$71.595<br>(\$71.6 m)             | \$4,165.0<br>(\$4.1 billion) | \$43.815<br>(\$43.8 m)             |

\* Housing Opportunities for People with Aids

\*\* Community Development Block Grant

\*\*\*see the Attachment for details

**Comment:** The Attachment, provided by Mr. Bernhard Gunther of the Mayor's Office of Community Development, contains a detailed description of the proposed U.S. House of Representative and U.S. Senate rescissions, and includes a detailed explanation of the fiscal impact on San Francisco if these rescissions are approved.

**Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.



To: MICHELLE RUSSELL

Attachment

Fr: BEAUMARD (SS4-8787)

Page 1 of 3

3 pages

## HOUSING AND COMMUNITY DEVELOPMENT PROGRAMS

## -- HOPWA

HOUSE: \$186 million (\$12.4 million)

SENATE: \$0

The House retroactively eliminates the HOPWA program, while the Senate does not touch the program. The House cut translates in to a loss of \$12.4 million for San Francisco.

## -- CDBG

HOUSE: \$349.2 million (\$2 million)

SENATE: \$0

The House rescinds \$349 million in the CDBG program, while the Senate does not touch this program. The House cut would cost San Francisco approximately \$2 million (estimates ranged between \$1.7 million and \$2.2 million).

## -- Special Purpose Grants

HOUSE: \$70 million

SENATE: \$106 million

The House and Senate both made a cut in Special Purpose Grants; the House cut \$70 million while the Senate cut \$106 million. The House cut is specific to grants made in FY 1993 and prior. San Francisco had two outstanding grants -- one for \$4 million in homeless substance abuse facilities/services, and one for \$1.5 million for mentally disabled homeless. Both of these grants have been approved by HUD at the area and regional offices, and final HUD approvals were in place prior to rescission legislation. Accordingly, these should rightfully be considered as legally obligated, and not subject to the \$70-\$106 million recapture/rescission in the House and Senate bills.

## -- Incremental Rental Assistance

HOUSE: \$2.694 billion

(Section 8 -- \$28 million/575 units, Homeless \$3 million/50 units and AIDS \$7.5 million/160 vouchers)

SENATE: \$2.4 billion

(Section 8 -- \$28 million/575 units, Homeless \$3 million/50 units, and AIDS \$7.5 million/160 vouchers)

The House and Senate cut close to the same amount from incremental rental assistance; the House, retroactively eliminates \$2.4 billion in a wide range of incremental rental assistance programs, compared to \$2.7 billion rescission in the House. The cut made to incremental rental assistance translates into the following for San Francisco: a loss of \$28 million for 575 units of Section 8 housing, \$3 million for 50 units of Section 8 rental

assistance for homeless families, and \$7.5 million for 160 vouchers for people with AIDS.

-- Public Housing Modernization

HOUSE: \$1.157 billion (\$9.4)

SENATE: \$613 million (\$5)

Both the House and Senate cut Public Housing Modernization funds, the House cuts much deeper. The House cut would translate into a loss of \$9.4 million in critical public housing funds for San Francisco, compared to the loss caused by the Senate of approximately \$5 million for San Francisco.

-- Public Housing Operating Subsidy

HOUSE: \$404 million (\$3.3 million)

SENATE: \$0

The Senate did not agree with the House rescission of \$404 million in Operating Subsidies. The House cut would mean a loss of \$3.3 million for San Francisco.

-- Housing Preservation

HOUSE: \$465 million (456 units of affordable housing)

SENATE: \$465 million -- delay obligation

The House cut \$465 million from the preservation program, while the Senate delays the obligation of the \$465 million. The housing preservation rescission in the House-passed bill could affect 456 units of affordable housing in San Francisco. The Senate's proposal, as noted above, is a deferral of these funds for the time being. The effect could be essentially the same, however.

-- Severely Distressed Public Housing

HOUSE: \$523 million

SENATE: \$0 million

The Senate did not agree with the House rescission of \$523 million in Severely Distressed Public Housing funds. This is a critical program for San Francisco, therefore, the ultimate impact of these public housing cuts must still be determined.

-- Public Housing Construction

HOUSE: \$690.1 million

SENATE: \$451 million

The House and Senate both cut Public Housing Development; the House by \$690.1 million and the Senate by \$451 million. The impact of these cuts is now being more carefully assessed by the city and the county.

-- Drug Elimination Grants

HOUSE: \$32 million (\$180,000)

SENATE: \$0

The House bill cuts the Drug Elimination program, but the Senate does not rescind Drug Elimination Grant funding for public and assisted housing. The House cut jeopardized about \$180,000 in grants for the city and county.

-- Housing Counseling

HOUSE: \$38 million (\$315,000)

SENATE: \$38 million (\$315,000)

Both the House and Senate cut the Housing Counseling program by \$38 million. The cut comes from a total of \$50 million which was appropriated in FY 1995. The cut would mean a loss of \$315,000 to San Francisco.

-- Youthbuild

HOUSE: \$38 million

SENATE: \$0

The House has recommended a rescission of \$38 million to the Youthbuild program while the Senate has left Youthbuild alone. This is a discretionary grant program, if the House cut were accepted less grant would be made.

-- Lead Based Paint

HOUSE: \$90 million

SENATE: \$90 million

Both the House and Senate cut virtually all HUD-based FY 1995 outstanding funds for Lead Based Paint Grants. The cut to this program will eliminate an entire competition from being held, and grants being awarded.



Item 3 - File 207-95-6.1

**Item:** Resolution urging the Mayor to urge the Police Commission to make domestic violence a top priority of law enforcement in San Francisco and to find the space and resources to create a separate domestic violence unit of the San Francisco Police Department and make every effort to procure Federal funding.

**Description:** The proposed resolution would urge the Mayor to urge the Police Commission to create a domestic violence unit within the San Francisco Police Department, to make domestic violence a top priority of law enforcement, and to work to procure Federal funding for domestic violence intervention.

The SFPD currently operates under General Order No. 6.09, which requires all officers to arrest domestic violence suspects (as opposed to using mediation or other intervention techniques), to enforce court orders, to complete written reports on all domestic violence calls, to provide referral information to victims, and to arrange for medical assistance, shelter accommodation, or emergency protective orders as needed.

Domestic violence crimes are investigated by the General Work Detail of the San Francisco Police Department (SFPD). The General Work Detail has 24 working Inspectors, who investigate domestic violence, stalking, harassment, threats, kidnapping, extortion, assault with a deadly weapon, and various other crimes. According to Lieutenant Sandra Tong of the SFPD General Work Detail, the General Work Detail receives an average of approximately 275 domestic violence cases a month and investigates approximately 48 percent, or 132, of those cases.

Finally, the SFPD currently requires all Police officers to participate in a one-week annual training course which includes one hour of training on domestic violence issues. In addition, the SFPD has recently conducted two specialized training courses in this area. In May of 1994, the Department conducted an 8-hour training course for Lieutenants and Sergeants from each District Police Station on Emergency Protective Orders (EPOs) for domestic violence. An EPO is a type of court protective order that a Police Officer may secure at any hour of the day or night to protect a victim of domestic violence. The Lieutenants and Sergeants subsequently conducted roll call training sessions in their stations on EPOs. In March of 1995, a training course on stalking was conducted following this same format. According to Lt. Tong, the SFPD's goal in conducting these training courses is to develop a group



of Lieutenants and Sergeants from each District Police Station who have expertise and familiarity with domestic violence issues and laws, and who can train other Police Officers. Lt. Tong reports that the SFPD has experienced a 500 percent increase in obtaining EPOs since the EPO training was conducted.

In 1994, there were more than 10,000 calls to law enforcement agencies in San Francisco regarding domestic violence, according to Lieutenant Heather Fong of the SFPD Planning Division. According to the Family Violence Project, a non-profit organization working on domestic violence issues, 64 percent of the women murdered in the City in 1991-92 were murdered as a result of domestic violence. Domestic violence is now among the top five most common offenses in Municipal Courts Statewide, exceeded in many counties only by drug cases and by drunk driving, according to the State Office of Criminal Justice Planning.

**Comments:**

1. According to Lt. Tong, creation of a specialized domestic violence unit within the SFPD would require additional Inspectors (see below), a Lieutenant, at least one Secretary, computer equipment, and additional space with facilities for interviewing victims and for accommodating children. Lt. Tong estimates that thorough handling of domestic violence cases would require approximately 20 additional Inspectors. The minimum annual cost, including fringe benefits, for an Inspector is currently \$80,153, for a Lieutenant \$90,905, and for a Secretary I \$35,743. The annual cost for these personnel would be approximately \$1.7 million (\$80,153 times 20 equals \$1.6 million, plus \$90,905, plus \$35,743).

2. According to Lt. Tong, the SFPD receives no Federal funds for Police costs related to domestic violence. The General Work Detail is funded entirely from the General Fund.

3. Federal funding for additional Police personnel and programs related to domestic violence is available through the Violence Against Women Act of 1994, which is a part of the Federal Crime Bill. The Violence Against Women Act authorizes \$1.62 billion nationwide over six years for rape crisis and women's shelters, police, prosecutors, and victim advocates. California's Office of Criminal Justice Planning received \$430,000 of these funds in 1994-95, primarily for development of a Statewide plan on domestic violence. Additional Federal funds may become available to Cities from this source when the Statewide plan is complete. Lt. Tong advises that the SFPD is currently working with the District Attorney, and other City Departments to develop a coordinated



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approach to applying for Federal funding under the Crime Bill, but that no specific estimate regarding the amount of funding for which San Francisco would be eligible is available at this time.

**Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.



Item 4 - File 242-95-2

**Department:** Commission on the Status of Women

**Item:** Resolution urging the Mayor to approve the budget request submitted by the Commission on the Status of Women to increase City funding by \$247,928 needed for domestic violence intervention.

**Description:** San Francisco's Commission on the Status of Women (COSW) funds domestic violence services, including shelter services, through contracts with member organizations of the Domestic Violence Consortium, a group of non-profit organizations.

The total budget of the COSW in 1994-95 was \$1,347,975, including \$1,006,978 from the General Fund, \$165,997 from the Children's Baseline of the General Fund, \$150,000 from the Domestic Violence Program Fund, and \$25,000 in workorder funds. Revenues for the Domestic Violence Program Fund are generated through State-authorized fees on marriage licenses and must be dedicated to domestic violence services. In FY 1994-95, the COSW granted or contracted a total of \$1,035,297 to 11 non-profit organizations, including \$731,300 from its General Fund budget, \$165,997 from the Children's Baseline of the General Fund, and \$138,000 from the Domestic Violence Program Fund for domestic violence services.

The COSW is projecting no increase in FY 1995-96 from the Children's Baseline of the General Fund, and an increase of \$13,800 from the Domestic Violence Program Fund. The COSW reports that the Mayor's Office has recommended that the \$13,800 increase in the Domestic Violence Program Fund be reduced from the General Fund allocation for domestic violence services. As such, the COSW General Fund request for domestic violence services in FY 1995-96 is \$965,428 (\$731,300 less \$13,800 plus the subject increase of \$247,928).

If the COSW request for an increase of \$247,928 in its General Fund allocation for domestic violence services is approved, the total amount dedicated to domestic violence services in FY 1995-96 from the COSW budget would be \$1,283,225 (\$965,428 General Fund, plus \$165,997 Children's Baseline plus \$151,800 Domestic Violence Program Fund), an increase of approximately 24 percent over the \$1,035,297 allotted in FY 1994-95.

The requested increase of \$247,928 would be used to fund additional domestic violence emergency shelter services, legal advocacy, transitional housing services, counseling services, and services to minority populations. These services would be provided through contracts between the Commission on the Status of Women and non-profit organizations who are members of the Domestic Violence Consortium. The attached memo from the COSW shows approximately how the requested increase of \$247,928 would be distributed among the non-profit organizations providing domestic violence services in FY 1995-96.

The member agencies of the Domestic Violence Consortium operate three domestic violence shelters with a total capacity of 66 beds. The Domestic Violence Consortium states that because of this limited shelter capacity, 85 percent of battered women and children seeking shelter in San Francisco were turned away in 1994. The aggregate budget of the 11 organizations who are members of the Domestic Violence Consortium is estimated at approximately \$4.5 million for 1995-96, including City funding and funds from other sources such as the State, private foundations, and individual donations.

**Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.

Item 5 - File 146-93-58.4

**Note:** This item was continued by the Government Efficiency and Labor Committee at its meeting of April 11, 1995.

**Department:** Department of Public Health (DPH)  
Community Substance Abuse Services (CSAS)

**Item:** Release of reserved funds for the continuation of the implementation of the CSAS Target Cities Project.

**Amount:** \$1,017,995

**Source of Funds:** Federal Department of Health and Human Services, Center for Substance Abuse Treatment (CSAT)

**Description:** The Community Substance Abuse Services (CSAS) Target Cities Project is a project designed to develop an effective and comprehensive substance abuse service system in San Francisco by creating a centralized substance abuse treatment site that will provide both services and referrals for substance abusers. The Target Cities Project is being funded by Federal CSAT grant monies in the amount of \$11,137,500, to be distributed to the Department of Public Health (DPH) over a five-year period from September 1, 1993 through August 31, 1998.

The Board of Supervisors previously approved a resolution authorizing the DPH to apply for, accept and expend the first-year grant allocation of up to \$1,600,000 for the implementation of the CSAS Target Cities Project (File 146-93-58). Of this amount, \$1,529,680 was placed on reserve pending the selection of a contractor, the MBE/WBE status of the contractor and budget details. DPH selected the Haight-Ashbury Free Clinics, a non-profit agency, as the contractor. The Board of Supervisors subsequently released \$511,685 (Files 146-93-58.1 and 146-93-58.2), leaving a balance on reserve of \$1,017,995.

The proposed release of reserved funds, in the amount of \$1,017,995, would provide funding for the continued implementation and operation of the CSAS Target Cities Project for the period of April 15, 1995 through September 30, 1995. Ms. Wendy Goldberg of the CSAS Target Cities Project advises that the proposed release of reserved funds would fund a portion of the estimated \$11.1 million cost of the project. The remaining approximately \$9.5 million will be funded by future and current Federal CSAT grant monies that have and will be disbursed to DPH during the second,

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third, fourth and fifth years of the CSAS Target Cities Project. The Project is currently in the second year.

The cost details for the proposed release of reserved funds are as follows:

**Budget:**

|  | <u>FTE</u>  | <u>Expense</u> |
|--|-------------|----------------|
| <u>Personnel</u>                         |             |                |
| Quality Assurance Coord.                 | 0.46        | \$23,077       |
| Operations Coordinator                   | 0.46        | 18,923         |
| Assent Dir/Clinical Super                | 0.46        | 22,154         |
| Assessment Center Coord.                 | 0.46        | 19,385         |
| Assessment Counselor                     | 0.46        | 12,923         |
| Assessment Counselor, entry level        | 0.46        | 12,462         |
| Administrative Assistant                 | 0.46        | 11,040         |
| Administrative Assistant                 | 0.46        | 11,040         |
| Receptionist                             | 0.46        | 8,640          |
| Telephone Receptionist                   | 0.46        | 11,003         |
| Mobile response Assessment Counselor     | 0.46        | 12,462         |
| Mobile response Assessment Counselor     | 0.46        | 12,462         |
| Mobile Assessment Counselor, entry level | 0.46        | 10,558         |
| SFGH Assessment Counselor                | 0.46        | 12,462         |
| SFGH Assessment Counselor                | 0.46        | 12,420         |
| MIS Director                             | 0.46        | 23,000         |
| MIS Specialist                           | 0.46        | 13,800         |
| MIS Specialist                           | 0.46        | 13,800         |
| Pre-Tx Counselors                        | 0.46        | 10,558         |
| Pre-Tx Counselors                        | 0.46        | 10,558         |
| Training Coordinator                     | <u>0.46</u> | <u>16,615</u>  |
| Total                                    | 9.66        | \$299,342      |
| <u>Fringe Benefits (25%)</u>             |             | 74,836         |
| <u>Operating Costs</u>                   |             |                |
| <u>Travel</u>                            |             |                |
| Out of Jurisdiction                      |             | 10,000         |
| Local                                    |             | 5,000          |
| <u>Furniture</u>                         |             | 22,500         |
| <u>Supplies</u>                          |             |                |
| Office Supplies                          |             | 12,000         |
| Medical Supplies                         |             | 10,000         |
| Client transport vouchers                |             | 6,000          |



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|                                |                |
|--------------------------------|----------------|
| <u>Facility Costs</u>          |                |
| Rent                           | \$66,000       |
| Repair, Maintenance, Insurance | 20,000         |
| Utilities & Telephone          | 17,000         |
| <u>Alterations</u>             | 40,000         |
| <u>Training</u>                | 20,778         |
| <u>Other</u>                   |                |
| Childcare                      | 25,000         |
| Publicity                      | 21,000         |
| <u>Treatment Expansion</u>     | <u>290,604</u> |
| TOTAL DIRECT CHARGES           | \$940,060      |
| INDIRECT COSTS                 | <u>77,935</u>  |
| Total                          | \$1,017,995    |

**Comments:**

1. Ms. Goldberg advises that the travel funds, in the amount of \$15,000, would be used for both local travel and out-of-jurisdiction travel. The local travel, in the amount of \$5,000, would be used primarily to reimburse Mobile Assistance Counselors who travel frequently between treatment sites to provide services. The out-of-jurisdiction travel, in the amount of \$10,000, would be used to pay for four employees to attend conferences in Washington D.C. and Seattle.
2. Mr. Jim Stillwell of CSAS advises that the treatment expansion funds, in the amount of \$290,604, would be used to fund the ongoing treatment expansion costs for the period of May 1, 1995 through September 30, 1995, for the following treatment providers: (1) Baker Places (\$19,395); (2) Redwood Center (\$71,778); Haight Ashbury Free Clinic Outpatient Detox (\$86,946); Pacific Mental Health (\$26,222); Salvation Army (\$29,374); and Walden House (\$56,889). These providers are all non-profit treatment providers that were selected through a Request for Proposal (RFP) process on December 9, 1994.
3. Attachment 1 provides additional budget details for Furniture, Alterations, Training, Childcare, and Publicity.
4. Attachment 2, provided by CSAS at the request of the Government Efficiency and Labor Committee at its meeting of April 18, 1995, provides background information of (1) the Target Cities Project, funded by the Center for Substance

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Abuse Treatment grant, and (2) the Department of Health, Community Substance Abuse Services' efforts to expand treatment capacity with this grant.

**Recommendation:** Approve the proposed release of reserved funds.

San Francisco  
Target Cities  
Project

Attachment 1  
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Community Substance Abuse Services  
San Francisco Target Cities Project

1380 Howard Street, Fourth Floor  
San Francisco, CA 94103  
Tel: (415) 255-3744  
Fax: (415) 255-3782

**To:** Michele Ruggels, Budget Analyst Office  
**From:** Wendy Goldberg, San Francisco Target Cities, Operations Coordinator  
**Re:** Budget clarification for release of funds held in reserve for Target Cities Project

The following details the budget items from the \$1,017,000 from the San Francisco Target Cities Project Year One Award still held in reserve

#### Furniture

##### Furniture for administration reception area in new main access site

4 chairs at \$300 per chair = \$1200  
1 task chair ergonomically approved at = \$350  
1 reception desk, return, and lock keyboard. = \$2500

##### Furniture for two group rooms

37 guest chairs at \$185 per chair = \$6845

##### Six assessment rooms

3 desks with returns = \$ 2530  
3 computer stands = \$ 600  
12 guest chairs at \$185 per chair = \$2220  
6 task chairs ergonomically approved at \$350 per chair = \$2100

##### Child care unit

2 desks = \$1620  
2 task chairs ergonomically approved = \$700  
1 guest chair = \$185  
2 mounted shelves = \$ 200

##### Health screening

1 desk = \$810  
1 task chair ergonomically approved \$350  
1 mounted shelf = \$105  
1 guest chair = \$185

**TOTAL FURNITURE = \$22,500**

## OTHER

### Child care

Senior child care specialist start 5/1/95 = \$13,000

Child care specialist start 5/1/95 = \$ 10,500

Toys, pampers, children furniture = \$1500

**TOTAL CHILDCARE = \$25,000**

### Publicity

4 newsletters = \$7800,

Brochures for providers, clients and community = \$3200,

Printing = \$ 3000

Community posters and bus shelter posters = \$ 3000

800 number advertisement in yellow pages = \$4000 for half page

Julina Johnson and Associates, Frances Snyder and Associates and Arthur Kalson, ARC Productions, are the three marketing consultants for the project. Julina Johnson is a certified MBE/WBB. Frances Snyder is a minority women in business for herself.

Frances Snyder and Julina Johnson are reimbursed \$65.00 per hour for 215.5 hours = \$14,000 for the development of the newsletters and other marketing/outreach materials. Arthur Kalson is reimbursed \$25.00 per hour for 120 hours = \$3000 for graphic design and printing of the material.

**TOTAL PUBLICITY = \$21,000**

**TOTAL OTHER = \$46,000**

## ALTERATIONS

Office improvements for occupancy of main access site, central administration and the management information system unit. The improvements will be done by the owner of the building, payment of \$40,000 will be to Speyer and Company. This includes:

Handicap accessible bathroom build out = \$25,000

Painting of office complex = \$15,000

**TOTAL ALTERATIONS = \$40,000**

### Training

Space rental and conference services = \$3558

4 conferences

Conference supplies (folders, brochures, badges, three portable easels) = \$3870

Speakers/faculty honorariums = \$1000

- Two major, three city wide CSAS conferences

Audio/visual equipment:

Video 8mm, pkg. (industrial, this includes VCR, camera, cart, monitor, cords) = \$7000

Overheads (portable, industrial model) = \$1700

Slide projector, trays, case = \$1500

Conference room mike = \$150

**TOTAL TRAINING = \$20,778**

*Department of Public Health  
Community Substance Abuse Services  
Target Cities Project*

Larry Meredith, Ph.D., Director CSAS  
Yvonne Frazier, Director CSAS Target Cities

The following report has been prepared to provide background information on the Target Cities Project funded by the Center for Substance Abuse Treatment grant and the Department of Health, Community Substance Abuse Services' efforts to expand treatment capacity with this grant.

**Background**

Community Substance Abuse Services (CSAS) was awarded the San Francisco Target Cities cooperative agreement following the competitive review of its proposal at both the State and Federal levels. San Francisco was one of two cities in California, and only 19 cities in the nation that were awarded this highly sought after Center for Substance Abuse Treatment (CSAT) award.

Following the appropriate approvals of the San Francisco Health Commission and the San Francisco Board of Supervisors and the notification of the award by the Center for Substance Abuse Treatment, a three way cooperative agreement between the Center for Substance Abuse Treatment (CSAT), the California Department of Alcohol and Drug Programs (DADP) and the Department of Public Health, Community Substance Abuse Services (CSAS) was established. Negotiations yielded a highly structured workplan and set of deliverables consistent with the grant's stated intent and focus. Grant conditions limited treatment funding to 25% of the total annual award since the basic premise and stated goal was to analyze how substance abuse services could be systematized into a comprehensive, cost effective delivery system that minimizes the inefficiencies inherent in community programming.

**Core Grant**

The core Target Cities Project grant is a 5 year award (10/1/93-9/30/98) of approximately \$11.6 million. The first year was restricted to phase in and planning activities. Direct client services began Year 2 on schedule in October, 1994.



The negotiated and agreed upon expenditures for Year 2 include approximately 26% for Network Assessment Activities, 25% Substance Abuse Treatment Expansion, 14% MIS, 10% Drug Rehabilitative Court, 15% Evaluation, 6% Dedicated Criminal Justice, and 4% Management and Coordination. Beginning June, 1995 primary health care will be incorporated into the services delivered through this grant to substance abusers.

#### Additional Grants Obtained/Pending

Due to the Year 1 emphasis on planning and infrastructure development, the CSAS Target Cities Project has been able to develop a competitive grant writing capacity for treatment and evaluation services. Since October, 1993, the CSAS Target Cities Project has applied for the following awards:

- CSAT Drug Court (funded \$300,000);
- CSAT Head Start Link to Target Cities (Pending Award Notification \$100,000);
- SSI Contract (Contract began October, 1994: \$96,000 annually);
- Department of Labor: Drug Court Evaluation (\$169,000 Pending Award Notification);
- Year III Target Cities Application Due May 14, 1995 (Request will include an additional \$600,000 for Drug Court increase, additional assessors, and health services).

Note: Above grant funding is for first year only.

Currently, the CSAS Target Cities Project is a significant driving force in developing an application for a CSAT Criminal Justice Treatment Network Grant for \$5 million over 5 years. This is an interdisciplinary effort which includes Adult Probation (the lead agency pursuant to grant requirements), the Sheriff's Department, District Attorney's Office, Municipal Court, CSAS, Target Cities, Mayor's Criminal Justice Council, alcohol, drug and mental health providers. If successful, this project will generate at least \$300,000 in treatment services the first year, and will demonstrate a multi-agency, multi-level collaboration in developing a seamless network of services for women and their children who get caught up in the criminal justice system due to their alcohol and drug related problems. It is clearly acknowledged by Federal and State authorities that this grant is oriented towards communities that have Target Cities Projects, Drug Courts, and a well developed Management Information System.

#### DPH CSAS Actions to augment treatment capacity via Target Cities Project

The treatment expansion portion of the CSAS Target Cities Project was capped at 25% of the award by the funding agency, CSAT. DPH CSAS, and



DADP agreed with this condition due to the magnitude of the analysis required in the project's design and its relevance to the successful transition of substance abuse services to managed care. However, due to under-expenditures in the first year, DPH CSAS sought CSAT approval to expand treatment services by \$100,000 - \$150,000 through a carry forward request. This request was denied by CSAT (Attachment 1) and a request for reconsideration was made in April, 1995 (Attachment 2).

During the November 1994 - January 1995 period, CSAS Target Cities Project Director Yvonne Frazier had numerous exploratory conversations with DADP and CSAT regarding the opportunity and implications of a treatment waiver. DADP and CSAT repeatedly emphasized the inappropriateness and inadvisability of such a request since: 1) The grant, as represented, funded and agreed upon by all parties (including the Board of Supervisors in the form of an approval to apply for, accept and expend) had specific tasks and deliverables with a capped level of treatment support; 2) The grant was funded from The Center for Systemic Change which does not fund treatment independent of systemic analytic demonstration projects; 3) This project is a demonstration project of national scope and significance and will have relevance to the development of systems of care in communities across the country; 4) It would be extremely difficult to comply with the required deliverables if funding was reduced to expand treatment services; and, 5) If San Francisco could not keep its agreement with funding agencies then future grant funding would be threatened. Neither agency was indifferent to San Francisco's need for additional treatment capacity, and both have assisted CSAS seek additional funding and obtain treatment and training expertise.

In the final analysis DPH CSAS did not wish to threaten these key relationships with State and Federal agencies that authorize and control significant funding for substance abuse treatment in San Francisco. In addition, at its most recent meeting the Target Cities Policy Advisory Review Committee, while supportive of San Francisco's need for greater substance abuse treatment capacity, did not endorse any compromise to the grant's goals and objectives related to the study of system changes.

### Benefits of the Project

The CSAS Target Cities Project is both ambitious, relevant, and timely in view of the changing health care environment and the need for substance abuse services to become more cost effective, relevant to client needs, and integrated into the broader health care arena. Its purpose and rationale is multidimensional:

1. Improve and systematize access to treatment and recovery;
2. Improve the effectiveness of treatment and recovery;

3. Establish a network of access sites in which to conduct comprehensive assessments and referrals to appropriate substance abuse treatment programs;
4. Bring significant improvement to the matching of clients to appropriate modalities and programs;
5. Improve the management of treatment slots, utilization, and waiting list;
6. Coordinate/Integrate with other services such as primary health care, mental health, social services, vocational rehabilitation, and criminal justice;
7. Provide an extensive cross disciplinary training project;
8. Improve cost effectiveness;
9. Develop feedback mechanisms to permit Continuous Quality Improvement throughout the system of care.

The CSAS Target Cities Project will enable DPH/Community Substance Abuse Services to understand what must be done to effectively compete in a managed care environment through the development of a cost effective, integrated service delivery system for individuals with alcohol and drug abuse problems.

Now in its second year the Project has entered the implementation phase on schedule and under budget. Regular meetings with Federal and State grant representatives ensure that the CSAS Target Cities Project activities comply with all provisions of the cooperative agreement.

Target Cities staff is currently seeing clients for assessment and treatment access at four program settings. As of this writing, a total of 272 individuals have been seen for assessment, referral and linkage to treatment.

### Conclusion

The Department shares the concern about access to substance abuse treatment and the need to maintain adequate treatment capacity. It is committed to expanding current capacity through various venues including improvements to the overall effectiveness and efficiency of the current continuum of services. If it is the Board of Supervisors wish that the Department further pursue the lifting of the treatment waiver on the Target Cities Project then the Department will do so. However, a vigorous approach to lifting the waiver may indeed threaten the entire \$11.6 million grant and seriously chill future grant funding opportunities and negotiations with State and Federal authorities.

4/20/95

## City and County of San Francisco

## Department of Public Health



Sandra R. Hernández, M.D.  
Director of Health

Attachment 2

April 5, 1995

David Mactas  
Director  
Center for Substance Abuse Treatment  
5600 Fishers Lane  
Rockwall II, Suite 615  
Rockville, Maryland 20857

Dear Mr. Mactas:

*David*

I want to thank you for your follow-up to contact regarding San Francisco's need to maintain substance abuse treatment capacity.

As we discussed, I am requesting your assistance in authorizing our request to carryforward \$150,000 of unspent Target Cities grant and to permit these funds to be utilized for substance abuse treatment. While we are well aware of the 25% treatment cap, we believe that the Target Cities project can work most effectively if there exists treatment capacity. Currently, San Francisco has a waiting list for drug treatment services that exceeds 1000 individuals

Your favorable review of this request is most appreciated. Since RFPs have already been processed, treatment capacity can expand quickly to available funding.

Sincerely,

A handwritten signature in dark ink, appearing to read "Sandra R. Hernández".

Sandra R. Hernández, M.D.  
Director of Health



Item 6 - File 68-94-10.1

**Note:** This item was continued by the Government Efficiency & Labor Committee at its meeting of April 11, 1995.

**Department:** Mayor's Office of Housing (MOH)

**Item:** Hearing requesting the release of \$365,164 in reserved funds for various aspects of community education and interim control activities relating to a lead hazard reduction/ primary prevention program.

**Amount:** \$365,164

**Source of Funds:** U.S. Department of Housing and Urban Development (HUD) grant reserved funds

**Description:** The Board of Supervisors previously authorized the Mayor's Office of Housing (MOH) to apply for, accept and expend a total amount not to exceed \$6,000,000 in grant monies from HUD (File 68-90-10) to fund a Lead-Based Paint Hazard Reduction Program.

The Lead-Based Paint Hazard Reduction Program will (1) inspect and rehabilitate low and moderate income private-housing constructed prior to 1978 and (2) implement a Primary Prevention Program to educate parents as to what preventive measures can be taken to eliminate lead hazards to prevent poisoning to children. Other Program objectives include (1) expanding the City's certification programs for lead-based paint inspection, abatement and training, (2) research on safer, cost-effective methods of lead-based paint abatement and (3) developing information technology to enhance evaluation, improve clinical practices and build links with similar projects.

Of the potential \$6,000,000 maximum amount, \$2,101,820 was placed on reserve by the Board of Supervisors pending the MOH's selection of contractors, the MBE/WBE status of the contractors and the cost details. Of the \$2,101,820 placed on reserve, \$1,501,500 was designated for contracts with nonprofit agencies or community-based organizations (CBOs). The MOH has now selected five nonprofit agencies as contractors to provide rehabilitation assessment and education services and is requesting the release of a total of \$365,164 for these contracts.

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**Comments:** The Attachment provided by the MOH contains the names of the nonprofit agencies, descriptions of the services to be provided and the allocations for each nonprofit agency.

**Recommendation:** Approve the proposed release of reserved funds in the requested amount of \$365,164.



# ITEMS RESERVED FOR RELEASE BY GOVERNMENT EFFICIENCY & LABOR COMMITTEE

## ITEM: LEAD HAZARD REDUCTION/PRIMARY PREVENTION PROGRAM

| FUNDS RESERVED                      |             | PROPOSED GRANTEE                          | PURPOSE  | AMOUNT TO BE RELEASED | BALANCE ON RESERVE |
|-------------------------------------|-------------|---|--|-----------------------|--------------------|
| Category                            | Amount      |   |  |                       |                    |
| Educational Institutions & Training | \$ 234,000  | _____                                     | _____  | \$ - 0 -              | \$ 234,000         |
| Media Consultants                   | \$ 20,000   | _____                                     | _____  | \$ - 0 -              | \$ 20,000          |
| Clearing-house Service Consultant   | \$ 30,000   | _____                                     | _____  | \$ - 0 -              | \$ 30,000          |
| Environmental Lead Testing          | \$ 236,000  | _____                                     | _____  | \$ - 0 -              | \$ 236,000         |
| Child Blood Testing                 | \$ 10,320   | _____                                     | _____  | \$ - 0 -              | \$ 10,320          |
| <u>CBO Contracts</u>                | \$1,501,500 | Tenderloin Neighborhood Development Corp. | Education & outreach activities in Tenderloin.             | \$ 54,940             | \$1,136,336        |
|                                     |             | San Francisco Urban Gardeners             | Education for 40 units of low income housing.              | \$ 25,000             |                    |
|                                     |             | Housing Conservation & Development Corp.  | Rehab assessment & referral agent for CHRP loans.          | \$ 127,323            |                    |
|                                     |             | Bernal Heights Corp.                      | Rehab assessment for 50+ units in the Bernal Heights area. | \$ 60,401             |                    |
|                                     |             | Consumer Action                           | Act as clearinghouse for CBOs.                             | \$ 97,500             |                    |
| Data Collection Services            | \$ 70,000   | _____                                     | _____  | \$ - 0 -              | \$ 70,000          |

Total \$2,101,820

\$365,164 \$1,736,656



Item 7 - File 97-95-16

**Note:** This item was continued by the Government Efficiency & Labor Committee at its meeting of April 11, 1995.

1. The proposed ordinance would amend Section 16.157 of the Administrative Code to approve the City's FY 1995-96 Health Service System plans and rates of contribution as adopted by the Health Service Board to be paid by the members of the system. The members of the system are comprised of employees, retirees, and the surviving spouses of employees and retirees of the City and County of San Francisco, the San Francisco Unified School District and the Community College District.

2. The Board of Supervisors previously adopted a resolution (File 78-95-1) setting the City's contribution to the Health Service Fund for FY 1995-96 at \$175.09 per month for each member. The City's contribution was established in accordance with Charter Sections 8.423 and 8.428, which set the average contribution rate based on a survey of the ten most populous counties in California. The City's contribution of \$175.09 per month (\$2,101 per year) represents a decrease of \$2.91 per month, or approximately 1.6 percent over the FY 1994-95 rate of \$178.00 per month (\$2,136 per year).

3. Once the City's contribution is established, member contributions are calculated by the Health Service System actuary, Rael and Letson, Consulting Actuaries in order to ensure that contributions from all sources will be adequate to support anticipated claims for the upcoming fiscal year. The proposed ordinance would establish member contribution rates for FY 1995-96 pursuant to Charter Sections 8.421 and 8.422. Charter Sections 8.421 and 8.422 require approval by three-fourths of the members of the Board of Supervisors after the Board has secured an actuarial report of the costs and effects of any proposed change in the benefits of the Health Service System or rates of contribution. Contribution rates vary according to: (1) whether or not a member is an active employee, retired employee, or surviving spouse; (2) whether or not that individual has Medicare coverage; and (3) which of the City's five health plans that individual elects to join. The actuarial report and details of the member contribution rates are contained in the Clerk's file.

4. The following plans will be offered in FY 1995-96:

- City Health Plan\*
- Kaiser Foundation Health Plan
- Aetna Health Plans of Northern California
- Health Net
- FHP/TakeCare
- PacifiCare (Secure Horizons)\*\*

\*Administered by the Health Service System.

\*\*A Medicare risk plan offered to retirees with Medicare Part A & B coverage.

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5. The total revenue from employer and member contributions for the health plans in 1995-96 is estimated to be \$137.1 million. A summary of the revenue sources is as follows:

|   | Percent<br>Amount<br>(Millions) | of Total<br>Contributions |
|---|---------------------------------|---------------------------|
| City and County Contribution                                |                                 |                           |
| - Current Employees   | \$ 57.0                         | 41.6%                     |
| - Retired Employees and Surviving Spouses                   | 17.9                            | 13.1                      |
| School District/ Community College District<br>Contribution |                                 |                           |
| - Current Employees   | 18.0                            | 13.1                      |
| - Retired Employees and Surviving Spouses                   | <u>7.0</u>                      | <u>5.1</u>                |
| Total Employer Contributions                                | \$ 99.9                         | 72.9                      |
| Employee Contributions                                      | <u>37.2</u>                     | <u>27.1</u>               |
| Total Contributions   | \$137.1                         | 100.0%                    |

6. Of the total estimated employer contributions of \$99.9 million, approximately \$47.3 million or approximately 47 percent, would be contributed from the City's General Fund. The remaining \$52.6 million of employer contributions would be paid from the City's Special Funds (e.g., Airport, Port, Water Department and Hetch Hetchy) and from School District and Community College District revenue sources.

7. As previously noted, the decrease in the employer's (City's) contribution of \$2.91 per employee per month, which was established based on a survey of average contribution rates for the ten most populous counties in California in accordance with Charter Sections 8.423 and 8.428. As shown on the following page, the cost changes to employees are reduced from as little as \$1.84 per month (\$22.08 annually) to as large as \$45.48 per month (\$545.76 annually) depending on the health plan selected.

A comparison of the FY 1994-95 monthly rates for active and retired City employees with the proposed FY 1995-96 rates adopted by the Health Service Board and the monthly difference in costs are as follow:

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|  | 1995-96<br>Monthly<br>Rates | 1994-95<br>Monthly<br>Rates | Monthly<br>Increase<br>(Decrease) |
|--|-----------------------------|-----------------------------|-----------------------------------|
| <u>City Health Plan</u>                          |                             |                             |                                   |
| Single Employee                                  | \$ 10.83                    | \$ 17.43                    | \$ (6.60)                         |
| Employee plus one dependent                      | 160.86                      | 181.38                      | (20.52)                           |
| Employee plus two dependents                     | 260.24                      | 286.67                      | (26.43)                           |
| <u>Kaiser Foundation Health Plan</u>             |                             |                             |                                   |
| Single Employee                                  | 2.16                        | 4.00                        | (1.84)                            |
| Employee plus one dependent                      | 159.04                      | 164.82                      | (5.78)                            |
| Employee plus two dependents                     | 264.01                      | 273.60                      | (9.59)                            |
| <u>Aetna Health Plans of Northern California</u> |                             |                             |                                   |
| Single Employee                                  | 2.16                        | 10.70                       | (8.54)                            |
| Employee plus one dependent                      | 150.40                      | 190.63                      | (40.23)                           |
| Employee plus two dependents                     | 248.57                      | 294.05                      | (45.48)                           |
| <u>Health Net</u>                                |                             |                             |                                   |
| Single Employee                                  | 2.16                        | 8.92                        | (6.67)                            |
| Employee plus one dependent                      | 153.57                      | 179.36                      | (25.79)                           |
| Employee plus two dependents                     | 253.34                      | 293.37                      | (40.03)                           |
| <u>FHP/TakeCare</u> *                            |                             |                             |                                   |
| Single Employee                                  | 2.16                        | -                           | -                                 |
| Employee plus one dependent                      | 155.23                      | -                           | -                                 |
| Employee plus two dependents                     | 257.90                      | -                           | -                                 |
| <u>PacificCare (Secure Horizons)**</u>           |                             |                             |                                   |
| Single Employee                                  | 0.00                        | -                           | -                                 |
| Employee plus one dependent                      | 19.58                       | -                           | -                                 |
| Employee plus two dependents                     | -                           | -                           | -                                 |

\*Not offered in 1994-95

\*\*Not offered in 1994-95. Dependent must have Medicare Parts A & B coverage.

A description of changes to health benefits under these plans is provided in the Attachment.

8. According to Mr. Randy Smith of the Health Service System, the Health Service Board has elected to subsidize employee rates for the City Health Plan by \$1.3 million, from the Health Service Trust Fund, for FY 1995-96 in order to make the City's Health Plan more competitive with the other HMO's offered to employees (Kaiser, Aetna, Health Net and FHP/TakeCare). Mr. Smith advises that the Health Service Trust Fund consists of approximately \$26.2 million of accumulated contingency funds generated from excess employee contribution projections plus approximately \$2 million yearly interest. According to Mr. Smith, because these

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monies represent employee contributions, they cannot be used to off-set the cost of employer contributions. The City contribution (as described in Comment No. 2) is set in accordance with Charter Section 8.423 and 8.428 and is a fixed amount.

9. The total estimated cost of \$137.1 million for the various health plans for FY 1995-96, including the employer and employee contributions, represents an average decrease of approximately 5.8 percent or \$8.4 million from the FY 1994-95 costs of \$145.5 million.

10. The City is continuing to provide employer paid dental benefits to most employees for the fourth year. This benefit was extended as a result of the passage of Proposition B on the November, 1991 ballot and Memorandum of Understanding entered into by the City and employee organizations. The Health Service Board has continued offering three dental plans, Delta Dental, DentiCare, and Safeguard. As of March 1, 1995, a total of 19,873 employees are enrolled in City-paid dental plans for projected FY 1995-96. Total premiums (based on current membership) are approximately \$17.5 million or \$1 million (5.4%) less than \$18.5 million for FY 1994-95. A summary of these costs are as follow:

|              | <u>Projected<br/>Employee<br/>Membership</u> | <u>Projected<br/>1995-96<br/>Premiums</u> | <u>1994-95<br/>Premiums</u> |
|--------------|--|---|-----------------------------|
| Delta Dental | 16,418                                       | \$16,355,000                              | \$17,500,000                |
| DentiCare    | 2,780  | 942,000                                   | 800,000                     |
| Safeguard    | <u>675</u>                                   | <u>194,000</u>                            | <u>181,000</u>              |
| Total:       | 19,873                                       | \$17,491,000                              | \$18,481,000                |

11. A comparison of the FY 1995-96 premium monthly rate schedules of the dental plans for employer contributions and the FY 1994-95 rates are as follows:



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|                              | 1995-96<br>Monthly<br><u>Rates</u> | 1994-95<br>Monthly<br><u>Rates</u> | Monthly<br>Increase<br>(Decrease) |
|------------------------------|------------------------------------|------------------------------------|-----------------------------------|
| <u>Delta Dental</u>          |                                    |                                    |                                   |
| Single Employee              | \$ 41.81                           | \$ 44.74                           | \$(2.93)                          |
| Employee plus one dependent  | 77.13                              | 82.53                              | (5.40)                            |
| Employee plus two dependents | 124.04                             | 132.71                             | (8.67)                            |
| <u>Denticare Dental Plan</u> |                                    |                                    |                                   |
| Single Employee              | 19.18                              | 16.25                              | 2.93                              |
| Employee plus one dependent  | 25.90                              | 21.95                              | 3.95                              |
| Employee plus two dependents | 38.35                              | 32.50                              | 5.85                              |
| <u>Safeguard Dental Plan</u> |                                    |                                    |                                   |
| Single Employee              | 14.70                              | 13.74                              | .96                               |
| Employee plus one dependent  | 22.68                              | 21.20                              | 1.48                              |
| Employee plus two dependents | 34.22                              | 31.98                              | 2.24                              |

12. A choice of three dental plans that are fully paid for by retirees and active employees, who are not eligible for employer paid dental coverage, will also continue to be offered with no cost to the City. Such dental plans will have a reduced benefit design in order to reduce the premium cost for participants.

13. The 1995-96 monthly premium rates of the dental plans with employee contributions are as follow:

|                                | 1995-96<br>Monthly<br><u>Rates</u> | 1994-95<br>Monthly<br><u>Rates</u> | Monthly<br>Increase<br>(Decrease) |
|--------------------------------|------------------------------------|------------------------------------|-----------------------------------|
| <u>Safehealth Dental Plan*</u> |                                    |                                    |                                   |
| Single Employee                | \$26.87                            | \$25.75                            | \$1.12                            |
| Employee plus one dependent    | 53.48                              | 50.16                              | 3.32                              |
| Employee plus two dependents   | 75.24                              | 69.10                              | 6.14                              |
| <u>Denticare Dental Plan</u>   |                                    |                                    |                                   |
| Single Employee                | 13.68                              | 13.15                              | .53                               |
| Employee plus one dependent    | 18.25                              | 17.55                              | .70                               |
| Employee plus two dependents   | 27.38                              | 26.33                              | 1.05                              |
| <u>Safeguard Dental Plan</u>   |                                    |                                    |                                   |
| Single Employee                | 9.26                               | 8.65                               | .61                               |
| Employee plus on dependent     | 16.48                              | 15.40                              | 1.08                              |
| Employee plus two dependents   | 23.38                              | 21.85                              | 1.53                              |

\*Safehealth replaces Delta Dental as the fee-for-service carrier.

**Comment**

According to Mr. Randy Smith of the Health Service System, on April 13, 1995, Davies Medical Center was awarded a full service contract under the City's Health Plan.

**Recommendation**

Approve the proposed ordinance.

**BENEFIT CHANGES IN 1995**  
For the Benefit Year of July 1, 1995 - June 30, 1996

**HEALTH PLAN CHANGES**

**HEALTHNET**

The merger of QualMed and HealthNet Health Plans is now complete and the successor health plan is now called HealthNet. This HMO provides coverage throughout the State of California.

**FHP/TAKECARE (New Plan)**

The FHP/TakeCare Health Maintenance Organization has been added to the health plans available effective July 1, 1995. This HMO serves most of the State of California.

**FOUNDATION (No longer offered)**

Foundation Health Plan will no longer be offered to employees in Tuolumne County and the surrounding counties. These employees must select one of the alternative health plans serving that area.

**HEALTH PLAN BENEFIT CHANGES**

**CITY HEALTH PLAN**

Preferred Provider Benefit Enhancement Changes are as follows:

|  | Effective<br><u>7-1-95</u> | Current<br>Benefit           |
|--|----------------------------|------------------------------|
| 1) Physician office visit<br>(including well baby visit)                     | \$5 per visit              | \$10 per visit               |
| 2) Mental Health visit<br>(visit limit increased to 25 per benefit year)     | \$20 per visit             | \$25 per visit               |
| 3) Inpatient Hospital Admission  | No Charge                  | \$200 per adm.               |
| 4) Inpatient Mental Health Admission   | No Charge                  | \$25 per day                 |
| 5) Periodic Health Assessment (Physical<br>Examination) allowed once a year. | \$20 copay                 | \$20 (1 time<br>each 2 yrs.) |
| 6) Chiropractic benefit year limit increased to                              | \$1,000                    | \$825                        |

## Standard Plan Benefit Changes:

- |    |   |                             |             |
|----|---|-----------------------------|-------------|
| 1) | Acupuncture will be a covered benefit payable at  | 80% of UCR to \$750 per yr. | Not covered |
| 2) | Mental Health visit limit is increased to   | 25 per benefit year.        | 20 visits   |
| 3) | Hospice benefit year limit increased to   | \$10,000                    | \$7,500     |
| 4) | Covered outpatient services outside the Preferred Provider service area will be paid at | 80% UCR                     | 70% UCR     |

## Prescription Drug Benefit Change:

|   |                   |         |
|---|-------------------|---------|
| Diabetic Supplies covered under the prescription drug benefit | \$10 per purchase | 70% UCR |
|---|-------------------|---------|

*KAISER FOUNDATION HEALTH PLAN*

No Benefit Changes.

*AETNA*

The following benefit change will be effective July 1, 1995:

The prescription drug benefit will be provided with a copayment charge of \$5 for a 30-day supply. It is currently \$6 per prescription.

*HEALTHNET (QualMed)*

The following benefit change will be effective July 1, 1995:

The prescription drug benefit will be provided with a copayment charge of \$5 for a 34-day supply. It is currently \$7 per prescription.

## DENTAL PLANS

## 1995-96 Benefit Changes

EMPLOYER PAID DENTAL PLANS

There are no benefit or premium changes to any employer paid dental plan.

Note: Dental benefits for transit operators, nurses, supervisory nurses and employees of the San Francisco Unified School District and San Francisco Community College District are provided through their union or employer respectively. The benefits of those dental plans may not be the same as the City provided dental plan.

DELTA DENTAL, DENTICARE AND SAFEGUARD WILL CONTINUE TO BE OFFERED.

EMPLOYEE PAID DENTAL PLANS

DentiCare and Safeguard Dental Plans will continue to be offered to employees who are not provided employer paid dental coverage.

In addition, Safehealth Life Dental Plan will replace Delta Dental as the fee-for-service alternative. Employees who are currently enrolled in Delta Dental Plan and who do not cancel Delta coverage will automatically be enrolled in Safehealth Life Dental Plan.





Item 8 - File 68-95-4

**Department:** Mayor's Office of Community Development (MOCD)  
Mayor's Office of Housing (MOH)

**Item:** Resolution authorizing the Mayor to apply for a Supportive Housing Program (SHP) Grant and a Shelter Plus Care (S+C) Program Grant in a total amount not to exceed \$20,429,747 and \$5,904,900 respectively, from the U.S. Department of Housing and Urban Development.

**Grant Amount:** Supportive Housing Program Grant: \$18,989,472\*  
Shelter Plus Care Program Grant: 6,132,600\*  
\$25,122,072\*

\*See Comment No. 2

**Grant Period:** Supportive Housing Program (SHP) - three years from July 1, 1995 through June 30, 1998  
Shelter Plus Care (S+C) Program - five years from July 1, 1995 through June 30, 2000.

**Source of Funds:** U.S. Department of Housing and Urban Development (HUD)

**Projects:** Supportive Housing Program - Housing and Support Services for Homeless Persons  
Shelter Plus Care Program - Rental Assistance for Homeless Persons with Disabilities

**Description:** **Supportive Housing Program (SHP)**

The SHP is authorized by Title IV of the Stewart B. McKinney Homeless Assistance Act. SHP is designed to promote the development of supportive services to assist homeless persons in the transition from homelessness to a life of independence.

The SHP funds may be used to provide: (1) transitional housing, (2) permanent housing for people with disabilities only, (3) supportive services not in conjunction with housing, (4) facilities in which supportive services are provided, and/or (5) innovative housing outside the scope of the other components.

Mr. Jon Pon of the Mayor's Office advises that MOCD performed an informal solicitation of providers of services to homeless persons to determine which organizations would be utilized to provide the services for the SHP program. Of the organizations responding to this informal solicitation process,

nine were selected. These organizations are as follow: Private Industry Council, Catholic Charities, Bar Association of San Francisco, San Francisco Department of Social Services, Chemical Awareness & Treatment Services, Oak Street Services, Black Coalition on AIDS, Larkin Street Services, and Hamilton Family Center.

The Mayor's Office of Community Development is responsible for administering and monitoring the SHP grant. The SHP grant allows for the acquisition, rehabilitation, construction, and lease of buildings for use as supportive housing or in providing supportive services. The grant also allows for operating costs for supportive housing, and supportive services costs for homeless persons who do not reside in supportive housing.

The SHP grant provides full funding for leasing, operating and supportive services costs. The recipient must match the funding for acquisition, rehabilitation, and construction with an equal amount of funds from other sources.

### **Shelter Plus Care (S+C) Program**

The S+C Program is authorized by Title IV of the Stewart B. McKinney Homeless Assistance Act. S+C is designed to link rental assistance to supportive services for hard-to-serve homeless persons with disabilities (primarily with alcohol, drugs, or both; or persons who have acquired immunodeficiency syndrome (AIDS) and related diseases) and their families. The program provides grants to be used for rental assistance for permanent housing for homeless persons with disabilities. Rental assistance grants must be matched in the aggregate by supportive services that are equal in value to the amount of rental assistance and appropriate to the needs of the population to be served. Recipients are chosen on a competitive basis nationwide.

The three overall goals of the HUD S+C program are to (1) establish residential stability, (2) increase skill and/or income, and (3) foster greater self-determination for the disabled homeless persons involved in this program.

The Mayor's Office of Housing is responsible for administering and monitoring the S+C program. Grant funds may be used to pay for security deposits, damages, and the costs of administering the rental assistance. Up to eight percent of the grant may be used for administering the housing assistance.

According to Mr. Joe LaTorre of MOH, non-profit homeless service providers were selected, contingent upon award of the grant and approval of the Board of Supervisors, through a Request for Proposal process which took place in February and March of 1995. MOH received 26 statements of interest in response to the RFP and selected 5 non-profit agencies. These non-profit agencies are as follow: Progress Foundation, Innovative Housing, Mission Housing Development Corp., Compass Community Services, and Glide/Bridge Housing.

The estimated number of individuals to receive rental assistance at any one time during the five year grant period is as follows:

|  | <u>No. of<br/>Individuals</u> |
|--|-------------------------------|
| Individuals with dual diagnosed disabilities<br>(mental illness and substance abuse) | 25                            |
| Individuals with mental illness as a primary<br>diagnosis                            | 15                            |
| Individuals with chronic substance abuse<br>problems as a primary diagnosis          | 39                            |
| Individuals suffering from AIDS  | <u>4</u>                      |
| Total  | 83                            |

Total units of housing dedicated to the S+C program would be allocated in the following manner:

|   | <u>Units of<br/>Housing</u> |
|---|-----------------------------|
| Project-based Rental Assistance (PRA)<br>program. | 0                           |
| Sponsor-based Rental Assistance (SRA)<br>program  | 83                          |
| Single Room Occupancy (SRO) program               | <u>0</u>                    |
| Total   | 83                          |

The proposed grant funds from HUD will be used for rental assistance for a total of 282 individuals (all units are for the

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

qualified 83 individuals and their families) living in a total of 83 units of housing dedicated to the S+C program

**Budget:**

**Supportive Housing Program** - The following preliminary budget shows grant amounts proposed for each participating non-profit agency:

| <u>Non-Profit Agency</u>                | <u>Average Annual Allocation</u> | <u>Allocation Over Three Year Grant Term</u> |
|---|----------------------------------|--|
| Private Industry Council                | \$1,410,334                      | \$4,231,000                                  |
| Catholic Charities                      | 538,526                          | 1,615,579                                    |
| Bar Association of San Francisco        | 422,252                          | 1,266,756                                    |
| S.F. Department of Social Services      | 2,388,462                        | 7,165,387                                    |
| Chemical Awareness & Treatment Services | 510,640                          | 1,531,920                                    |
| Oak Street Services                     | 189,033                          | 567,100                                      |
| Black Coalition on AIDS                 | 198,453                          | 595,360                                      |
| Larkin Street Services                  | 304,000                          | 912,000                                      |
| Hamilton Family Center                  | <u>523,934</u>                   | <u>1,571,800</u>                             |
| Subtotal:                               | \$ 6,485,634                     | \$19,456,902                                 |
| Administration MOCD                     | <u>324,282</u>                   | <u>972,845</u>                               |
| Totals:                                 | \$6,809,916                      | \$20,429,747*                                |

\*Resolution shows SHP grant total as \$18,989,472 (See Comment No. 2 below).

**Shelter Plus Care** - The proposed funds for this grant have been allocated as follows:

Memo to Government Efficiency and Labor Committee  
 April 25, 1995 Government Efficiency and Labor Committee Meeting

| <u>Non-Profit Agency</u>                | <u>Average Annual Allocation</u> | <u>Allocation Over Five Year Grant Term</u> |
|---|----------------------------------|---|
| Progress Foundation                     | \$398,853                        | \$1,994,266                                 |
| Innovative Housing                      | 47,296                           | 236,477                                     |
| Mission Housing Development Corp.       | 64,783                           | 323,914                                     |
| Compass Community Services              | 186,874                          | 934,370                                     |
| Glide Bridge Housing                    | <u>388,696</u>                   | <u>1,943,482</u>                            |
| Subtotal                                | \$1,086,502                      | \$5,432,509                                 |
| Administration<br>SF Housing Authority* | <u>94,478</u>                    | <u>472,391</u>                              |
| Totals                                  | \$1,180,980                      | \$5,904,900**                               |

\*Administration includes: administration of rental assistance payments, Housing Quality Standards inspections, tenant rent calculations, and damage payments.

\*\*Resolution shows S+C grant total as \$6,132,600 (See Comment No. 2 below).

**Required Match:** Supportive Housing Program - \$617,500 (from 1994 and 1995 Community Development Block Grant)

Shelter Plus Care Program - None

**Indirect Costs:** Supportive Housing Program - According to Mr. Jon Pon of MOCD, indirect costs will be determined by the Controller's Office upon award of the grant. The specific amount of indirect costs will be provided when the Mayor's Office submits its request for authorization from the Board of Supervisors to accept and expend the funds.

Shelter Plus Care Program - According to Mr. Joe LaTorre of MOH, the S+C grant does not allow for the provision of indirect costs.

**No. of Persons Served:**

Supportive Housing Program - According to Mr. Pon, MOCD will provide this figure when the Mayor's Office submits its

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**



request for authorization from the Board of Supervisors to accept and expend the proposed funds.

Shelter Plus Care Program - 282 individuals (depending on size of families) at any one time during the five year grant period.

**Comments:**

1. According to Mr. Jon Pon of the Mayor's Office, the Mayor's Office of Community Development and the Mayor's Office of Housing filed grant applications for these two programs with the Department of Housing and Urban Development on April 5, 1995. As such, the proposed resolution should be amended to authorize the Mayor's Office to apply for these grant funds retroactively.

2. According to Mr. Pon, of MOCD and Mr. LaTorre of MOH, the proposed amount for the SHP grant has increased from \$18,989,472 to \$20,429,747, and the proposed amount for the S+C grant has decreased from \$6,132,600 to \$5,904,900. As such, the resolution should be amended to reflect these new amounts.

3. A copy of the Grant Application Information Form, prepared by the Mayor's Office of Community Development and the Mayor's Office of Housing for each of their respective programs, is attached to this report.

4. A Disability Access Checklist for each of these programs is on file with the Clerk of the Board.

**Recommendation:**

1. Amend the proposed resolution to authorize the Mayor's Office to apply for these grant funds retroactively.

2. Amend the resolution to reflect that the Supportive Housing Program grant amount is \$20,429,747 instead of 18,989,472.

3. Amend the resolution to reflect that the Shelter Plus Care grant amount is \$5,904,900 instead of \$6,132,600.

4. Approve the proposed resolution, as amended.



Grant Application Information Form

A document required to accompany a proposed resolution  
Authorizing a Department to Apply for a Grant

To: The Board of Supervisors  
Attn: Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

Department: Mayor's Office of Community Development

Contact Person: Larry Del Carlo, Director Telephone: (415) 554-8755

Project Title: Supportive Housing Program

Grant Source: HUD McKinney Homeless Assistance Act

**Proposed (New / Continuation) Grant Project Summary:**

The Supportive Housing Program will fund housing and/or supportive services for homeless people under five components: (1) transitional housing, (2) permanent housing for people with disabilities only, (3) supportive services not in conjunction with housing, (4) Safe Havens, and (5) innovative housing outside the scope of the other components.

projects are included within this grant application. See attached for the listing and description of each project.

Amount of Grant Funding Applied for: \$ 20,429,747

Maximum Funding Amount Available: \$60,000,000

Required Matching Funds: (CDBG) \$617,500

Number of Positions Created and Funded: To be determined.

Amount to be Spent on Contractual Services: To be determined.

Will Contractual Services be put out to Bid? To be determined.

Term of Grant: ~~To be determined~~

3 yrs.

Date Department Notified of Available funds: February 17, 1995


Application Due Date: April 7, 1995

Grant Funding Guidelines and Options (from RFP, grant announcement or appropriations legislation):

See attached describing HUD announcement for Homeless Assistance (dated February 17, 1995)

#### Assessment of Need for Grant Funding:

Existing local, regional, and state resources for services to homeless persons and families continues to remain inadequate to address the full range of services needed to reduce homelessness. These federal funds allow for the creation of additional services and housing to address homelessness.

  
Department Head Approval

February 17, 1995

## HUD Announces \$900 Million for Homeless Assistance

On February 17, the U.S. Department of Housing and Urban Development published a Notice of Funding Availability (NOFA) in the *Federal Register* announcing the availability of \$900 million for homeless assistance programs authorized under the Stewart B. McKinney Homeless Assistance Act. This represents the largest-ever competition for homeless assistance. The NOFA makes funds available for three programs: (1) Supportive Housing, (2) Shelter Plus Care, and (3) Section 8 SRO.

The **Supportive Housing Program** will fund housing and/or supportive services for homeless people under five components: (1) transitional housing, (2) permanent housing for people with disabilities only, (3) supportive services not in conjunction with housing, (4) Safe Havens, and (5) innovative housing outside the scope of the other components. The **Shelter Plus Care** program provides several forms of rental assistance for people with disabilities. Supportive services at least equal in value to the rental assistance must be funded from other sources. The **Section 8 SRO** program provides rental assistance in conjunction with the moderate rehabilitation of single-room-occupancy dwellings. The approximate amounts available for each program are:

- |                         |                      |
|-------------------------|----------------------|
| • Supportive Housing -- | <b>\$600 million</b> |
| • Shelter Plus Care --  | <b>\$150 million</b> |
| • Section 8 SRO --      | <b>\$150 million</b> |

Applications are due **April 7, 1995**. Application packages are available from your local HUD Field Office. HUD will be holding training sessions for those interested in applying for these funds during February and March. Interested applicants should contact their local HUD Field office or call 800-998-9999 to learn the date and location of the nearest training session.

\* \* \* \* \*

Grant Application Information Form

A document required to accompany a proposed resolution  
Authorizing a Department to Apply for a Grant

To: The Board of Supervisors  
Attn: Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

Department: Mayor's Office of Housing

Contact Person: Joe LaTorre Telephone: 554-8788

Project Title: Shelter Plus Care Program

Grant Source: U.S. Department of Housing and Urban Development

Proposed (~~XXX~~ / Continuation) Grant Project Summary:

Rental assistance for housing homeless individuals with disabilities. Funds will be allocated to specific housing/supportive services agencies to provide housing subsidies for five years. Administration of the assistance payments will be the responsibility of the San Francisco Housing Authority.

This resolution is to authorize the Mayor to apply for funds.

Amount of Grant Funding Applied for: \$ 5,904,900

Maximum Funding Amount Available: \$15,000,000

Required Matching Funds: none

Number of Positions Created and Funded: none

Amount to be Spent on Contractual Services: none

Will Contractual Services be put out to Bid? not applicable

Term of Grant: Five years

Date Department Notified of Available funds: Feb. 17, 1995


Application Due Date: April 7, 1995

Grant Funding Guidelines and Options (from RFP, grant announcement or appropriations legislation):

Funds can be used only to pay costs of rental assistance for homeless individuals with disabilities, plus a maximum of 8% in administrative expenses. Administration of the grant will be provided by the San Francisco Housing Authority in the same manner as the Section 8 Existing Housing Certificate program. The City will not incur direct or indirect administrative costs.

Assessment of Need for Grant Funding:

Provision of housing assistance for homeless individuals with disabilities is an extremely high priority for the City.

  
\_\_\_\_\_  
Department Head Approval





Item 10 - File 97-95-8

Note: This item was continued from the April 11, 1995 meeting of the Government Efficiency and Labor Committee.

**Department:** Department of Public Works (DPW)

**Item:** Ordinance amending Section 10.117-77 of the Administrative Code to allow for the depositing of fees, fines, and liens into the Adopt-a-Tree Fund, and implementing various other urban forest management provisions.

**Description:** The proposed ordinance would amend sections of the Administrative Code, Housing Code and Public Works Code to allow for various changes in urban forest management programs which are administered by the Department of Public Works (DPW). Urban forest management refers to the oversight of all trees on public streets and rights of way within the borders of the City and County of San Francisco. Specifically, the proposed ordinance would provide for the following:

**1. Tree Maintenance Responsibility**

Under current law, it is not clear whether tree maintenance responsibility rests with the DPW or with abutting property owners, according to Ms. Miriam Stomblor of the City Attorney's Office. However, it is the current practice of the DPW that unless it can be documented that the DPW has taken on maintenance responsibility for a given tree, then maintenance responsibility rests with the abutting property owner. The proposed ordinance would clarify that tree maintenance responsibility rests with the abutting property owner, unless the DPW undertakes tree maintenance responsibility in writing. The DPW would be required to publish a list of those trees which it will maintain within 120 days of implementation of the proposed ordinance. The DPW would be required to notify affected property owners when additions or deletions to the list are made, and, in cases where the DPW is proposing to relinquish tree maintenance responsibility, the ordinance provides that a hearing must be held upon request, and that the DPW must complete outstanding major tree maintenance including but not limited to tree replacement, tree removal, and tree/root maintenance, before relinquishing responsibility.

## **2. Adopt-a-Tree Fund and In-Lieu Planting Program**

The proposed ordinance would amend the Administrative Code to allow the DPW expand the kinds of deposits made to the existing Adopt-a-Tree fund to include certain donations, administrative fees, permit fees, fines, and in-lieu fees, along with the donations currently authorized for deposit into this fund. Currently, the existing Adopt-a-Tree Fund only receives monies from private donations received for tree plantings. Funds deposited into the Adopt-a-Tree Fund must be used to enhance urban forestry programs. Although such funds would not be subject to appropriation approval by the Board of Supervisors, DPW estimates that deposits into the fund under these amendments would not exceed \$10,000 annually.

The proposed ordinance would allow the DPW to collect In-Lieu fees from property owners in certain circumstances, such as when trees are removed and not replaced, and when trees normally required under the Planning Code are not planted because property owners are excused from tree planting by the Zoning Administrator. Monies collected through the assessment of In-Lieu fees would be used for additional tree planting to offset the loss of street trees due to removal, destruction or death.

In-lieu fees would be set equal to the replacement value of a tree that has been removed, or equal to the City's costs to plant and water a tree for two years.

## **3. Planting and Removal Procedures**

Under the proposed ordinance, procedures for planting and removal of street trees have been revised to provide more specific public notice requirements and timelines. The new procedures specifically require that a hearing be held upon request by any interested party prior to the Director of the DPW, a) authorizing the removal of a tree or, b) authorizing the planting of a tree for which the abutting property owner will be responsible for maintenance. Similarly, a hearing may be requested before a private individual can obtain a permit to remove a street tree.

The proposed ordinance would provide for the establishment of fees for tree removal permits, and authorize the DPW to collect in-lieu fees where trees are removed and not replaced. The fee for a tree removal permit would be set by the Director of Public Works. No fee would be required for a permit to plant a tree.

#### **4. Neighborhood Planting Programs**

The proposed ordinance continues the DPW's commitment to neighborhood planting programs, and authorizes the DPW to donate trees, materials, funds, labor and technical advice.

#### **5. Fines**

The DPW would be authorized to assess a fine on a property owner equal to the replacement value of trees that are removed or destroyed without a permit. The proposed ordinance would also increase the fine for removing a tree without a proper permit from \$100 to \$200 for a first offense and from \$200 to \$400 for a second offense. The proposed ordinance would also state that a violation found to be a misdemeanor is punishable by up to six months in jail, in addition to the existing \$1,000 fine for violations found to be a misdemeanor.

#### **6. Liens**

The proposed ordinance would formalize the process for placing a lien on property owners for outstanding fines and fees related to tree management. The proposed ordinance would specify that three notifications regarding the fines and fees due must be sent from the DPW to the property owner prior to the DPW's transmitting a lien to the Board of Supervisors.

#### **Comments:**

1. According to Mr. Dan McKenna of the DPW, the intent of the proposed ordinance would be to expand and protect the City's urban forest. Mr. McKenna indicates that many trees have been illegally removed, damaged or destroyed over the past five years, and he believes that the increased penalties and other measures under the proposed ordinance should reduce improper tree removals. Mr. McKenna believes that the proposed ordinance will also help provide a financial incentive for property owners to retain and maintain street trees.

2. Mr. McKenna states that the estimated revenues that would be generated from the additional fines and fees imposed by the proposed ordinance would be less than \$10,000 annually.

3. Mr. McKenna indicates that no penalties have ever been assessed for vandalism or for removal of a tree without a permit because of the difficulty of identifying the responsible

parties, and, therefore, the increased penalties under this section of the proposed ordinance are also not anticipated to generate any significant revenues.

4. Mr. McKenna states that the proposed ordinance would not increase the City's costs to maintain trees or to implement the ordinance. Urban forest management programs are currently funded through Proposition B Sales Tax revenues as approved by the voters in 1989.

**Recommendation:** Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

Item 11 - File 208-95-2

**Department:** Fire Department

**Item:** Resolution urging the Mayor, Fire Commission and Fire Department to agree to an extension of the Federal Consent Decree.

**Description:** On June 10, 1988, the District Court for the Northern District of California, approved a Federal Consent Decree in the consolidated cases of United States of America v. The City and County of San Francisco, and Davis v. City and County of San Francisco. On December 4, 1989, the United States Court of Appeals for the Ninth Judicial Circuit unanimously affirmed the entry of the Federal Consent Decree. The primary purpose of the seven year Federal Consent Decree, expiring on June 10, 1995, was to set numerical goals for the hiring and promotion of women and minorities within the Fire Department.

The Federal Consent Decree, that is scheduled to expire on June 10, 1995, includes a provision that would allow the Court to extend the Federal Consent Decree for up to three years if the Fire Department has not met the goals of the Federal Consent Decree. The purpose of the proposed resolution is to urge the Mayor, the Fire Commission, and the Fire Department to agree to an extension of the Federal Consent Decree.

**Comments:** 1. According to the Office of the Author of the proposed resolution, the Fire Department has not achieved all of the overall long-term goals for the hiring and promotion of minorities and women established by the Federal Consent Decree, particularly with regard to Asian Pacific Americans and women. The Office of the Author states that neither the Fire Department nor the City Attorney's Office have presented legally practicable plans for attaining these goals in the absence of the Federal Consent Decree. The Office of the Author also states that notwithstanding the progress made in the last year, the Fire Department still has outstanding problems unrelated to hiring and promotion, e.g., sexual and racial harassment, and that these and other issues, such as the Fire Department's objections to bilingual needs assessment surveys would be most effectively resolved under a Federal Consent Decree. The Office of the Author also maintains that the City's continued opposition to the Consent Decree would impose additional expenses in the form of legal fees to oppose extension of the Federal Consent



Decree, as well as potential exposure to liability for new discrimination and harassment lawsuits.

2. Mr. Arthur Greenberg stated that he believes that the Fire Department has met its obligations outlined in the Federal Consent Decree. In addition, Mr. Greenberg advises that the fiscal impact of continuing the Federal Consent Decree is large. Attachment 1, provided by Mr. Greenberg, outlines the estimated projections of ongoing expenses, based on prior year expenses, to the City if the Federal Consent Decree is continued. These expenses include the positions of Special Master and Court Monitor, (two positions appointed by the Federal District Court, but funded by the City, to monitor the Federal Consent Decree), and the outside legal fees of the attorneys representing the plaintiffs. Mr. Greenberg advises that there are some additional Federal Consent Decree costs which are not included in Attachment 1, such as, the expense for the City Attorney's legal advice, and the expense for training and exams provided by the Fire Department. Mr. Greenberg advises that these expenses are not included because some of these expenses would be incurred even if the Federal Consent Decree is not continued.

3. According to Chief Howard Slater of the Fire Department, even if the Federal Consent Decree expires, as is scheduled, on June 10, 1995, it is the intention of the Fire Department to continue the hiring and promotion processes that were established by the Federal Consent Decree. Chief Slater advises that the Fire Department has already hired 439 of the required 500 positions to be filled as a provision of the Federal Consent Decree. Chief Slater advises that the Fire Department anticipates filling the remaining 61 positions. Chief Slater advises that the Fire Department has met the Federal Consent Decree hiring and promotion obligations for all categories of individuals.

4. Attachment 2 provided by Chief Slater shows the total number of authorized positions in the Fire Department, including the 439 positions that have been hired under the Federal Consent Decree. Chief Slater advises that the remaining 61 positions, to be hired as a provision of the Federal Consent Decree, will fill the current 39 vacant positions, as well as any positions that become vacant between now and the completion of the final training course.



Memo to Government Efficiency and Labor Committee  
April 25, 1995

**Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.

ATTACHMENT 1FEES ASSOCIATED ENTIRELY AND DIRECTLY WITH THE CONSENT DECREE  
(ESTIMATED)

|  |                             |
|--|-----------------------------|
| Attorneys' Fees Billed during Consent Decree<br>by Counsel for Plaintiff-Intervenors   | \$2,512,262                 |
| Attorneys' Fees Projected for this Year<br>(projections based on last two quarters)  | \$ 420,505                  |
| Fees during Consent Decree Billed by previous<br>Court Monitor and Legal Assistant<br>(1989-1994)  | \$ 462,278                  |
| Fees during Consent Decree billed by Special Master,<br>Court Monitor and Legal Assistant<br>(July 1994 through March, 1995)                   | \$ 187,494                  |
| Special Master, Court Monitor and Legal Assistant<br>Consent Decree Fees Projected for this Fiscal Year<br>(based on average monthly billings) | \$ 250,000 to<br>\$ 300,000 |

April 21, 1995

## Attachment 2

## SAN FRANCISCO FIRE DEPARTMENT

## PERSONNEL STATUS, 1994-95

April 1, 1995

|                                   | CS Class<br>Number | Authorized<br>Positions | Appointments<br>Perm | Temp | Unfilled<br>Positions* | Hired Under<br>Consent Decree |
|-----------------------------------|--------------------|-------------------------|----------------------|------|------------------------|-------------------------------|
| 1 Uniformed                       | 0140               | 1                       | 1                    |      |                        |                               |
| 2 Chief of Department             | 0150               | 2                       | 2                    |      | 0                      |                               |
| 3 Deputy Chief                    | H51                | 1                       | 1                    |      | 0                      |                               |
| 4 Assistant Deputy Chief II       | H50                | 15                      | 7                    |      | 4                      |                               |
| 5 Battalion Chief                 | H40                | 43                      | 42                   |      | 1                      |                               |
| 6 Captain, Div of Training        | H39                | 2                       | 2                    |      | 0                      |                               |
| 7 Captain                         | H30                | 79                      | 75                   |      | 3                      |                               |
| 8 Special Services Officer        | H29                | 1                       | 1                    |      | 0                      |                               |
| 9 Lieutenant, Div of Training     | H28                | 7                       | 7                    |      | 0                      | 1                             |
| 10 Lieutenant                     | H20                | 203                     | 188                  |      | 15                     | 9                             |
| 11 Operations Training Supervisor | H19                | 1                       | 1                    |      | 0                      |                               |
| 12 Coord Community Services       | H18                | 1                       | 1                    |      | 1                      |                               |
| 13 Technical Training Specialist  | H16                | 1                       | 1                    |      | 0                      |                               |
| 14 Chief's Aide                   | H10                | 56                      | 43                   |      | 13                     | 9                             |
| 15 Firefighter                    | H2                 | 1054                    | 1054                 |      | 0                      | 419                           |
| 16 Captain, Div of FP&I           | H32                | 3                       |                      |      | 0                      |                               |
| 17 Lieutenant, BFI                | H24                | 1                       | 1                    |      | 0                      |                               |
| 18 Lieutenant, BFP                | H22                | 6                       | 6                    |      | 0                      |                               |
| 19 Investigator, BFI              | H6                 | 11                      | 7                    |      | 0                      |                               |
| 20 Inspector, BFP                 | H4                 | 20                      | 12                   |      | 2                      | 1                             |
| 21 Marine Pilot                   | H120               | 3                       | 3                    |      | 0                      |                               |
| 22 Marine Engineer                | H110               | 3                       | 3                    |      | 0                      |                               |
| Total                             |                    | 1514                    | 1457                 |      | 39                     | 439                           |



Item 12 - File 208-95-3

**Department:** San Francisco Fire Department

**Item:** Resolution urging the Mayor, Fire Commission and Fire Department to immediately reactivate and maintain Division One of the Fire Department and advance integration of the Fire Department in line with the goals and terms of the Federal Consent Decree.

**Description:** In October of 1992, Division One of the Fire Department, located at Fire Station 13 on Sansome and Washington Streets, was temporarily deactivated by the Fire Department because of the City's budgetary deficiencies, resulting in an estimated savings of \$1,925,632 from October 1, 1992 to May 1, 1995, based on the overtime expenses that would have been incurred to staff Division One. Division One is staffed by one H50 Assistant Chief of Department and one H10 Chief's Aide, 24 hrs. per day, seven days per week, thereby requiring four H50 Assistant Chief of Department positions and four H10 Chief's Aide positions in total to fully staff this Division. The primary responsibility of a Division is to direct overall operations at building fires. Subsequent to the temporary deactivation of Division One, the responsibilities, previously handled by Division One of Station 13, are currently handled by Division Two of Fire Station 5, located at Turk and Webster Streets, and Division Three, of Fire Station 7, located at 19th and Folsom Streets.

Prior to deactivating Division One, the Fire Department presented a proposal to the Federal Court, since the temporary deactivation could affect promotional opportunities for women and minorities. Chief Howard Slater of the Fire Department advises that the Fire Department's proposal still enables the Fire Department to comply with the requirements of the Federal Consent Decree. According to Chief Slater, the Fire Department has been operating under the Federal Consent Decree since June 10, 1988. Based on the Fire Department's proposal, as submitted to the Federal Court, Chief Slater advises that the Federal Court determined that the City could temporarily deactivate Division One of the Fire Station 13 and still comply with the Federal Consent Decree.

**Comment:** 1. Chief Slater reports that the reactivation of Division One would allow the Fire Department to fill four currently vacant H50 Assistant Chief of Department positions and four currently vacant H10 Chief's Aide positions. This would provide promotional opportunities for four Battalion Chiefs,

four Captains, four Lieutenants, and eight Firefighter positions. Chief Slater advises that although the Fire Department's FY 1994-95 budget contains sufficient funds to reactivate Division One for the two-month period beginning May 1, 1995 through June 30, 1995, the Department's proposed Fiscal Year 1995-96 budget does not provide funding for the ongoing costs of Division One. Chief Slater advised the Budget Analyst that the Fire Department does not recommend the reactivation of Division One.

2. The Attachment, provided by Chief Slater, details total costs of \$890,079, including \$866,079 in annual costs and a one-time equipment cost of \$24,000, if Division One of Fire Station 13 were reactivated.

3. The Office of the Author of the proposed resolution states that in addition to promoting affirmative action hiring and promotion, reactivating Division One would restore a command presence in the City's center during daytime hours. According to the Office of the Author, this would improve the span of control during greater alarms or major disasters, such as the Kobe earthquake or Oklahoma City bombing.

**Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.



**San Francisco Fire Department****Deputy Chief  
Administration****MEMORANDUM**

**To:** Michele Ruggles, Budget Analyst, Board of Supervisors

**From:** Howard Slater, Deputy Chief, Administration

**Date:** April 19, 1995

**Subject:** Estimate of costs to re-open Division 1, San Francisco Fire Department

Division 1 was temporarily deactivated in October, 1992, because of serious budget deficiencies in the City at that time. Along with other matters, the Fire Department presented to the Federal Court a management plan on Consent Decree issues. As part of that plan, the deactivation of Division 1 was proposed because the staff level of the Department at that time permitted Division 1 to be staffed either by expenditure of overtime or by temporary appointments. Temporary appointments also generated overtime because the H2, Firefighters were needed to replace persons given temporary appointments.

The Federal Court needed to approve the management plan. The temporary deactivation on Division 1 was part of the plan because a permanent deactivation would have adverse impact on promotional opportunities in the Department. The Federal Court ruled in 1988 that the City could not avoid the requirements of the Consent Decree simply by doing away with the opportunities for promotion. At present time, the Department has a staffing level that would permit the reactivation of Division 1. Future overtime costs would be dependent upon the rate of retirement in the Department, the City's policy concerning the staffing levels for fire protection in the City, and the City's hiring policies in the future.

The effect of deactivating Division 1 was to reduce the minimum daily staffing level from 296 firefighters on duty each day to 294 firefighters on duty each day. The Division was located at the fire station at Sansome and Washington Streets and protected the downtown area of the City. Division 2, located at Turk and Webster Streets, and Division 3, located at 19th and Folsom Streets, assumed the responsibilities for Division 1 on its deactivation. However, this is not a satisfactory solution in the long term. The downtown section is the high value, high density area of the City. Sound fire protection practice dictates that a Division be located in this area. If Division 1 is not reactivated in the near future, the Department will be forced to relocate one of the existing Divisions to the downtown area to the detriment of the outlying neighborhoods.

The negative impacts of not having a Division located in the downtown area have been mitigated somewhat because the chief officers assigned to the Battalion districts in the downtown area are

seasoned, experienced chief officers. This situation is temporary for personnel change through attrition.

The Mayor's Office and the Board of Supervisors approved funding for Division 1 in the 1994-95 budget only to the extent of reactivating the Division for two months, May and June of this year. Because of constraints placed upon the Department, the proposed budget for 1995-96 *does not contain funds to maintain Division 1*. Therefore, the Department finds that it would be foolish to reopen Division 1 only to close it again in two months.

A Division is staffed by one H50, Assistant Chief of Department and one H10, Chief's Aide each day throughout the year. Firefighters work a normal 48 hours per week. To maintain a Division for a year costs approximately \$890,000. The breakdown is as follows:

#### Salary

|                      |           |   |   |                |
|----------------------|-----------|---|---|----------------|
| H50, Assistant Chief | \$ 93,621 | x | 4 | \$ 374,484     |
| H10, Chief's Aide    | 55,410    | X | 4 | <u>221,640</u> |
|                      |           |   |   | \$ 596,124     |

|                           |        |            |
|---------------------------|--------|------------|
| Mandatory Fringe Benefits | 37.38% | \$ 222,831 |
|---------------------------|--------|------------|

#### Holiday Pay

|                      |          |   |    |               |
|----------------------|----------|---|----|---------------|
| H50, Assistant Chief | \$ 2,692 | x | 11 | \$ 29,612     |
| H10, Chief's Aide    | 1,592    | x | 11 | <u>17,512</u> |
|                      |          |   |    | \$ 47,124     |

#### Equipment (not annual cost)

|                 |   |              |
|-----------------|---|--------------|
| Automobile      |   | \$ 20,000    |
| Portable Radios | 2 | <u>4,000</u> |
|                 |   | \$ 24,000    |

|                   |            |
|-------------------|------------|
| Total for 1995-96 | \$ 890,079 |
|-------------------|------------|

The above costs do not include any overtime which are difficult to estimate for the same reasons as given above; however, at current levels of staffing and the Department's projected hiring schedule under the provisions of the Consent Decree, the impact of overtime should be minimal.

Items 13 and 14 - Files 93-95-2 and 93-95-3

**Department:** Department of Human Resources

**Items:** Item 18, File 93-95-2 - Ordinance implementing the fiscal provisions of the arbitrator's award between the Municipal Executive Association and the City and County of San Francisco for the Police Department's Chief of Police, and Assistant Chief.

Item 19, File 93-95-3 - Ordinance implementing the fiscal provisions of the arbitrator's award between the Municipal Executive Association and the City and County of San Francisco for the Fire Department's Chief of Department, Assistant Deputy Chief, Deputy Chief and Assistant Deputy Chief II.

**Description:** Negotiations for the Memorandums of Understanding (MOUs) between the City and Municipal Executives Association (MEA) for the Police and Fire Department's management classifications for the period July 1, 1993 to June 30, 1995, were completed March 29, 1994. Subsequently, legislation requesting that these MOUs be ratified was submitted to the Board of Supervisors for approval. The Board of Supervisors tabled action on these MOUs at its meeting on April 25, 1994.

The Municipal Executives Association (MEA) declared an impasse on the negotiations of the MOUs on June 27, 1994 and requested that the MOUs be taken under consideration by the Arbitration Board. The Arbitration Board was established pursuant to Section 8.590-5 of the Charter. The three-member Arbitration Board, consisting of one member designated by the MEA, one member designated by the City, and one member jointly agreed upon by the MEA and the City, rendered a decision in a hearing held on August 11, 1994 which affirmed the original terms and conditions of the MOUs and orders their implementation in accordance with Section 8.590-5(e) of the Charter.

Section 8.590-5 provides that the arbitration decision "shall be final and binding on the parties to the dispute, including the City and County of San Francisco, its commissions, departments, officers and employees". The two proposed ordinances would therefore implement the fiscal provisions of these two MOUs.

The MOUs would become effective retroactively to July 1, 1993 and would expire June 30, 1995. However, the MOUs

stipulate that matters requiring legislative approval, such as granting of increased employer contributions to retirement (see below) shall not become effective until such approval is granted by the Board of Supervisors. The following six management positions in the Police and Fire Departments are included under the proposed MOUs.

#### **Police Department**

| Title                 | No. | Current<br>Salary | Proposed<br>Salary<br>1/1/94 | Proposed<br>Salary<br>7/1/94 |
|-----------------------|-----|-------------------|------------------------------|------------------------------|
| 0390 Chief of Police  | 1   | \$124,210         | \$130,421                    | \$136,942                    |
| 0395 Assistant Chief* | 1   | 110,220           | 115,731                      | 121,518                      |
|                       | 2   |                   |                              |                              |

#### **Fire Department**

| Title                           | No. | Current<br>Salary | Proposed<br>Salary<br>1/1/94 | Proposed<br>Salary<br>7/1/94 |
|---------------------------------|-----|-------------------|------------------------------|------------------------------|
| 0140 Chief of Department        | 1   | \$124,210         | \$130,421                    | \$136,942                    |
| 0145 Assistant Deputy Chief     | 1   | 104,479           | 109,703                      | 115,188                      |
| 0150 Deputy Chief of Department | 1   | 104,504           | 109,729                      | 115,216                      |
| H51 Assistant Deputy Chief II   | 1   | 84,929            | 89,175                       | 93,634                       |
|                                 | 4   |                   |                              |                              |

\* This position is vacant and according to Lieutenant Larry Ryan of the Police Department, will remain vacant through FY 1994-95.

All of these employees are exempt from Civil Service and serve at the sole discretion and pleasure of the Appointing Officer or, in the case of the Police Chief and Fire Chief, the appointing authority (i.e. the Police Commission and Fire Commission.)

The proposed MOUs contain a non-discrimination section, which states that these MOUs would apply equally to all employees, that the employees may join and participate in the Municipal Executives Association for representation in all working conditions and employer relations matters, and that the parties agree to support the City's Affirmative Action Program. The proposed MOUs also state that all parties will comply with the Americans with Disabilities Act. The proposed MOUs also state that the City will continue to provide equipment and uniforms, as needed.

In addition, the proposed MOUs state that the City would provide the following:

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

Health plan benefits, including dependent coverage, and participation in the dental plan, comparable to other Police Officers (represented by the San Francisco Police Officers Association) and Firefighters (represented by San Francisco Firefighters, Local 798). These health and dental benefits have previously been approved by the Board of Supervisors for these positions (Ordinance 195-93 and Ordinance 196-93).

Increased contributions to the Retirement System, comparable to other Police Officers and Firefighters. Under the current MOU for Police Officers and Firefighters, the City is "picking up" an additional 3% in Retirement Benefits of the 9 percent portion normally paid by employees. In 1994-95, the City would pick up an additional 5%.

Retroactive to January 1, 1994 through June 30, 1995, salaries for the subject six positions would be maintained at the same pay percentage differentials between the six positions covered by the proposed MOU and those positions immediately below the six positions in the Civil Service classification system which were in effect as of June 30, 1992. Therefore, the effect of the MOU will be to increase the salaries for each of these six positions by 5%, effective retroactively to January 1, 1994. Another 5% increase in pay would be granted retroactive to July 1, 1994.

The total additional costs of the proposed MOU through June 30, 1995 is \$116,733 as outlined in the table below. The cost is based on the Assistant Chief position in the Police Department remaining vacant through FY 1994-95 (see Comment 1).

|  | 1993-94 Increase<br>Over Current<br><u>Compensation</u> | 1994-95 Increase<br>Over Current<br><u>Compensation</u> | <u>Totals</u> |
|--|---|---|---------------|
| <u>Police Department Management</u><br>(1 position)                                    |   |   |               |
| Increased Salaries   | \$3,106   | \$12,731  | \$15,837      |
| Retirement On Salary Inc. @ 19.76%   | 614   | 2,516   | 3,130         |
| Retirement Pickup (3% of total<br>salaries for six months in 1993-94, 5%<br>in 1994-5) | <u>1,909</u>  | <u>6,847</u>  | <u>8756</u>   |
| Total for Police Department  | \$5,629   | \$22,094  | \$27,723      |



Memo to Government Efficiency and Labor Committee  
 April 25, 1995 Government Efficiency and Labor Committee Meeting

|  | 1993-94 Increase<br>Over Current<br>Compensation | 1994-95 Increase<br>Over Current<br>Compensation | Totals        |
|--|--|--|---------------|
| <b>Fire Department Management</b><br>(4 position)                                      |  |  |               |
| Increased Salaries   | \$10,453   | \$42,858   | \$53,311      |
| Retirement On Salary Inc. @ 19.47%   | 2,035  | 8,344  | 10,379        |
| Retirement Pickup (3% of total<br>salaries for six months in 1993-94, 5%<br>in 1994-5) | <u>2,271</u>                                     | <u>23,049</u>                                    | <u>25,320</u> |
| Total for Fire Department  | \$14,759   | \$74,251   | \$89,010      |
| Total Increased Cost for 1993-94 and<br>1994-95  | Police<br>Fire                                   | \$27,723<br><u>89,010</u><br>\$116,733           |               |

**Comments:**

1. The Controller has provided a cost estimate for the proposed MOUs of \$176,998, or \$60,265 more than the \$116,733 estimate shown above. The reasons for the increased estimate of the Controller are: a) the Controller has included the cost of the salary increase for the Police Department's Assistant Chief position even though it is vacant, b) the Controller has included the costs for dependent health care coverage for the term of the MOU even though this benefit, which has previously been approved by the Board of Supervisors, is not a new benefit; and c) the Controller's estimate has also included the cost of increased retirement contributions retroactive to July 1, 1993. As previously noted, the proposed MOUs state that matters requiring legislative approval, such as granting of increased employer contributions to retirement, shall not become effective until such approval is granted. According to Mr. Carl Bunch, former Director of Employee Relations, this provision therefore prohibits retroactive payment of the increased retirement contributions.

2. Lieutenant Ryan advises that the Police Department will be able to absorb the cost of this Police MOU in its existing budget.

3. Chief Howard Slater of the Fire Department reports that the Fire Department will also be able to absorb the cost of the Fire Department's MOU in its existing budget.

**Recommendation:** Approval of the proposed ordinances is a policy matter for the Board of Supervisors.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**



Item 15 - File 173-95-1

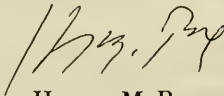
**Note:** This item was continued by the Government Efficiency & Labor Committee at its meeting of April 11, 1995.

1. This item is a hearing to consider the decision by the Port Commission to not proceed with the pursuit of \$8 million in Federal funds allocated for the purpose of accommodating double -stack trains and handling container cargo traffic between the Port of San Francisco and the East Bay.

2. Mr. Dennis Bouey, Executive Director of the Port, advises that in order to receive the \$8 million in Federal funds to pay for double-stack trains and the expansion of cargo container facilities (the Tunnel Project), the Port would have to provide matching funds estimated in the amount of \$2 million to \$2.5 million. According to Mr. Bouey, after an in-depth evaluation of this project, which would be aimed at increasing the Port's container cargo shipping, the Port determined that the project would not result in sufficient benefit to the City to justify an estimated expenditure of \$2 million to \$2.5 million by the Port. Therefore, the Port did not apply for the \$8 million in Federal funds in connection with this project. Mr. Bouey advises that the Port came to this conclusion primarily based on demographic and geographic considerations, which place substantial limitations on San Francisco's ability to be competitive with other ports in the East Bay, with regard to container cargo shipping. According to Mr. Bouey, over the past 20 years, the majority of import and export business has shifted from San Francisco to the East Bay, thereby, making the East Bay the hub of this industry. Additionally, according to Mr. Bouey, San Francisco has one train system, Southern Pacific, by which cargo can be transported. Mr. Bouey states that, in contrast, the City of Oakland has three train systems, which permits cargo to be transported in greater volume and in less time than cargo can be transported from San Francisco. Lastly, Mr. Bouey states that the Tunnel Project is not a stand alone project. As such, according to Mr. Bouey, to attract additional container cargo shipping, various other capital improvements, costing millions of dollars would also have to be made.

3. Mr. Bouey advises that he will be in attendance at the Government Efficiency and Labor Committee meeting on April 11, 1995 to make comments and to respond to any questions which the Committee might have on this subject matter.

Memo to Government Efficiency and Labor Committee  
April 25, 1995 Government Efficiency and Labor Committee Meeting



Harvey M. Rose

cc: Supervisor Hallinan  
Supervisor Ammiano  
Supervisor Teng  
President Shelley  
Supervisor Kaufman  
Supervisor Migden  
Supervisor Alioto  
Supervisor Bierman  
Supervisor Hsieh  
Supervisor Kennedy  
Supervisor Leal  
Clerk of the Board  
Chief Administrative Officer  
Controller  
Teresa Serata  
Robert Oakes  
Ted Lakey

CALENDAR

REGULAR MEETING  
GOVERNMENT EFFICIENCY AND LABOR COMMITTEE  
BOARD OF SUPERVISORS  
CITY AND COUNTY OF SAN FRANCISCO

TUESDAY, APRIL 25, 1995 - 1:00 P.M.

Veterans Building  
401 Van Ness Ave., Room 410

PRESENT: Supervisors Terence Hallinan, Tom Ammiano, Mabel Teng

CLERK: Gail Johnson

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine, and will be acted upon by a single roll call vote. There will be no separate discussion of these items unless a member of the Committee or the public so requests, in which event the matter shall be removed and considered as a separate item.
  - (a) File 146-95-4. [State Grant, Oil Spill Prevention] Resolution authorizing the Department of Public Health, Bureau of Environmental Health Management, to accept and expend retroactively a grant of \$5,000, which includes indirect costs in the amount of \$699, based on twenty-two percent of salaries, from the California Department of Fish & Game, Office of Oil Spill Prevention and Response, for providing input into the San Francisco Bay/San Joaquin Delta Area contingency plan for oil spills; providing for ratification of action previously taken. (Department of Public Health)
  - (b) File 146-95-5. [Federal Grant, "Make the Right Call"] Resolution authorizing the Department of Public Health Paramedic Division, to apply for retroactively, accept and expend a grant of \$10,000, which includes indirect costs in the amount of \$188, based on twenty-five percent of salaries from the Federal Emergency Management Agency (FEMA) for "Evaluation of 'Make the Right Call' Public EMS Education Campaign"; providing for ratification of action previously taken. (Department of Public Health)
  - (c) File 144-95-1. [Grant - Federal and State Funds] Resolution authorizing the Director of the Port of San Francisco to retroactively apply for, accept and expend \$1.5 million from the U.S. Department of Commerce Economic Development Administration and \$250,000 from the California Trade and Commerce Agency Office of Strategic Technology for repairs to the cranes at the Pier 70 shipyard and foregoing reimbursement of indirect costs. (Supervisor Shelley)

ACTION: Items (a) and (c) removed from Consent Calendar. Remainder of Consent Calendar recommended.

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- a. File 146-95-4. Hearing held. Amended on lines 4 and 14, after "to", by adding "apply for". Recommended as amended. New title: "Authorizing the Department of Public Health, Bureau of Environmental Health Management, to apply for, accept and expend retroactively a grant of \$5,000, which includes indirect costs in the amount of \$699, based on twenty-two percent of salaries, from the California Department of Fish & Game, Office of Oil Spill Prevention and Response, for providing input into the San Francisco Bay/San Joaquin Delta Area contingency plan for oil spills; providing for ratification of action previously taken."
- b. File 146-95-5. Recommended.
- c. File 144-95-1. Hearing held. Amended by placing \$1,750,000 on reserve. Recommended as amended. New title: "Authorizing the Director of the Port of San Francisco to retroactively apply for, accept and expend \$1.5 million from the U.S. Department of Commerce Economic Development Administration and \$250,000 from the California Trade and Commerce Agency Office of Strategic Technology for repairs to the cranes at the Pier 70 shipyard and foregoing reimbursement of indirect costs; placing \$1,750,000 on reserve."

#### REGULAR CALENDAR

2. File 13-95-9. [Community Development Block Grant Funds, 1995] Resolution opposing the rescission of \$349.2 million in Community Development Block Grant moneys. (Supervisors Teng, Leal, Alioto)

ACTION: Consideration continued to May 23, 1995, meeting (at the request of sponsor).

3. File 207-95-6.1. [Domestic Violence Unit, Police Department] Resolution requesting the Mayor to urge the Police Commission to make domestic violence a top priority of law enforcement in San Francisco and finding the space and resources to create a separate domestic violence unit of the San Francisco Police Department and make every effort to procure federal funding. (Supervisors Hallinan, Kennedy, Alioto)

ACTION: Hearing held. Amendment of the Whole, as presented by Supervisor Hallinan, adopted. Amended. (See file for details.) Recommended as amended. New title: "Requesting the Mayor to urge the Police Commission to make domestic violence a top priority of law enforcement in San Francisco and finding the space and resources to create a separate domestic violence unit of the San Francisco Police Department, and urging the San Francisco Police Department to contract with a non-profit domestic violence intervention agency for the domestic violence advocacy services, and make every effort to procure federal funding."

4. File 242-95-2. [Funding, Domestic Violence Intervention] Resolution urging the Mayor to adopt the request submitted by the Commission on the Status of Women to increase city funding by \$247,928 needed for domestic violence intervention. (Supervisors Hallinan, Kennedy, Alioto, Teng, Shelley)

ACTION: Hearing held. Amendment of the Whole, as presented by Supervisor Hallinan, adopted. Recommended as amended. New title: "Urging the Mayor to adopt the request submitted by the Commission on the Status of Women to add \$247,928 needed for emergency domestic violence intervention."

5. File 146-93-58.4. [Reserved Funds, Department of Public Health] Hearing requesting release of reserved funds, Department of Public Health, Community Substance Abuse Services, in the amount of \$1,017,995, for the continuation of Target Cities project implementation. (Contractor, Haight Ashbury Free Clinics) (Department of Public Health)

(Consideration continued from 4/11/95)

ACTION: Hearing held. Release of \$1,017,995 approved. Filed.

6. File 68-94-10.1. [Release of Reserve Funds] Hearing to consider release of \$365,164 for various aspects of community education and interim control activities relating to lead hazard reduction/primary prevention program. (Supervisor Shelley)

(Consideration continued from 4/11/95)

ACTION: Hearing held. Release of \$365,164 approved. Filed.

7. File 97-95-16. [Health Service Plans & Rates of Contribution] Ordinance amending Administrative Code Section 16.157, approving Health Service System Plans and Rates of Contribution as adopted by the Health Service Board. (Health Service System)

(Consideration continued from 4/11/95)

ACTION: Hearing held. Recommended.

8. File 68-95-4. [Grant, Supportive Housing/Shelter Plus Program] Resolution authorizing the Mayor of the City and County of San Francisco to apply for a Supportive Housing Program (SHP) grant and a Shelter Plus Care Program grant in a total amount not to exceed \$18,989,472 and \$6,132,600 respectively, from the U.S. Department of Housing and Urban Development. (Mayor's Office of Housing)

ACTION: Hearing held. Amended on lines 3 and 20, after "apply", by adding "retroactively". Amended on lines 4 and 13, by replacing "\$18,989,472" with "\$20,429,747". Further amended on lines 5 and 17, by replacing "\$6,132,600" with "\$5,904,900". Recommended as amended. New title: "Authorizing the Mayor of the City and County of San Francisco to apply, retroactively, for a Supportive Housing Program (SHP) grant and a Shelter Plus Care Program grant in a total amount not to exceed \$20,429,747 and \$5,904,900 respectively, from the U.S. Department of Housing and Urban Development."



9. File 164-95-1. [Hunt Lane] Hearing to consider alternative uses for Hunt Lane. (Supervisor Hallinan)  
(Continued from 4/11/95)

ACTION: Hearing held. Consideration continued to May 23, 1995, meeting.

10. File 97-95-8. [Urban Forestry] Ordinance amending Administrative Code Section 10.117-77 to allow depositing of fees, fines and liens into the Adopt-A-Tree Fund; amending Housing Code Section 351 to allow the recording of street tree permits on the Report of Residential Building Record; repealing the existing sections of Article 16 of the Public Works Code and adopting new sections to clarify street tree maintenance responsibilities, to provide for in-lieu and replacement fees, to promote the planting and retention of street trees, to initiate a cost recovery fee schedule for street tree removal permits, to clarify and simplify the procedures for tree permits and nuisance tree abatement and to increase the penalties for violations of this article. (Supervisor Hallinan)  
(Continued from 4/11/95)

ACTION: Hearing held. Recommended.

11. File 208-95-2. [Fire Department Consent Decree] Resolution urging the Mayor, Fire Commission and Fire Department to agree to extension of the Federal consent decree. (Supervisors Teng, Ammiano, Kennedy, Alioto)

ACTION: Hearing held. Amendment of the Whole prepared in Committee. Recommended as amended. New title: "Urging the Mayor, Fire Commission and Fire Department to voluntarily agree to an extension of the Federal Consent Decree until the goals of the the Consent Decree are met."

12. File 208-95-3. [Fire Department Division One] Resolution urging the Mayor, Fire Commission and Fire Department to immediately reactivate and maintain Fire Division One and advance integration of the Fire Department in line with the goals and terms of the Federal Consent Decree. (Supervisors Teng, Ammiano, Kennedy, Alioto)

ACTION: Hearing held. Recommended.

13. File 93-95-2. [MOU, MEA, Police Department] Ordinance implementing the fiscal provisions of the Arbitrator's Award between the Municipal Executives Association and the City and County of San Francisco for the ranks of 0390 Chief of Police and 0395 Assistant Chief for the period July 1, 1993 through June 30, 1995. (Department of Human Resources)

ACTION: Hearing held. To Board Without Recommendation.

14. File 93-95-3. [MOU, MEA, Fire Department] Ordinance implementing the fiscal provisions of the Arbitrator's Award between the Municipal Executives Association and the City and County of San Francisco for the ranks of 0140 Chief of Department, 0145 Assistant Deputy Chief, 0150 Deputy Chief of Department, and H51 Assistant Deputy Chief II for the period July 1, 1993 through June 30, 1995. (Department of Human Resources)

ACTION: Hearing held. To Board Without Recommendation.



Note: It is the intention of the Chair to entertain a motion to continue consideration of the following item (File 173-95-1) to the May 9, 1995, meeting:

15. File 173-95-1. [Port Tunnel Project] Hearing to consider the decision by the Port Commission to not proceed with the pursuit of \$8 million in federal funds allocated for the purpose of accommodating double-stack trains and handling container traffic between the Port of San Francisco and the East Bay. (Supervisor Hallinan)  
(Continued from 4/11/95)

ACTION: Consideration continued to May 9, 1995, meeting (at the request of sponsor).

### LITIGATION

The Government Efficiency and Labor Committee of the Board of Supervisors may meet in closed session under the provisions of Government Code Section 54956.9(a) to discuss proposed settlements of the lawsuits listed below, these lawsuits involving the City and County of San Francisco. This motion would be made on the basis that discussion in open session of these proposed settlements would prejudice the position of the City in these lawsuits.

16. File 45-95-12. [Settlement of Litigation, Kathryn Senn] Ordinance authorizing settlement of litigation of Kathryn Senn against the City and County of San Francisco by payment of \$45,000. (Superior Court No. 961-777) (City Attorney)

ACTION: Recommended.

17. File 45-95-13. [Settlement of Litigation, Albert Traian Marcu] Ordinance authorizing settlement of litigation of Albert Traian Marcu against the City and County of San Francisco by payment of \$62,500. (Superior Court No. 951-009) (City Attorney)

ACTION: Recommended.

18. File 45-95-14. [Settlement of Litigation, Brian Sullivan] Ordinance authorizing settlement of litigation of Brian Sullivan, et al., against the City and County of San Francisco by payment of \$295,000. (USDC No. C94-2370) (City Attorney)

ACTION: Recommended.

19. File 48-95-9. [Settlement of Claim, Christine Cooper] Resolution approving the settlement of the unlitigated claim of Christine Cooper in the sum of \$15,000.00 and a waiver in the amount of \$3,266.97 for Department of Public Health liens. (City Attorney)

ACTION: Recommended.

20. File 48-95-10. [Settlement of Claim, Farmers Insurance Group] Resolution approving the settlement of the unlitigated claim of Farmers Insurance Group in the sum of \$9,754.33. (City Attorney)

ACTION: Recommended.

The Government Efficiency and Labor Committee of the Board of Supervisors may find that it is in the best interests of the City not to disclose any information revealed in its closed session deliberations in the proposed settlements listed above at this time and may move not to disclose any information at this time.

